



**MONROE COUNTY BOARD OF COMMISSIONERS' AGENDA  
SEPTEMBER 2, 2020**

**10:00 am**

**VIA ZOOM**

*You can choose to turn off your video feed, and in fact, doing so does help with people who are connecting via slow ISP connections. To do so, right click on your video feed and left click on, I believe, Start/Stop video. In addition, if you want your audio feed to default to muted, press ALT+A and it will mute you, you can then push to talk using the space bar. You can also go to the link on the County website*

<https://www.co.monroe.in.us/egov/apps/document/center.egov?view=item;id=10017>

*And click on the link information*

<https://monroecounty-in.zoom.us/j/84353337265?pwd=MWZ4dU9qWGVIMUJWV3RoeDFldG5GUT09>

Meeting ID: 843 5333 7265

Password: 162537

Dial by your location +1 312 626 6799 US (Chicago)

- I. CALL TO ORDER BY COMMISSIONER THOMAS
- II. COMMISSIONERS' PUBLIC STATEMENT READ BY COMMISSIONER THOMAS
- III. DEPARTMENT UPDATES
- IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA, LIMITED TO 3 MINUTES
- V. APPROVAL OF MINUTES  
• AUGUST 26, 2020
- VI. APPROVAL OF CLAIMS DOCKET  
• ACCOUNTS PAYABLE – SEPTEMBER 2, 2020
- VII. REPORTS  
• CLERK OF THE CIRCUIT COURT – JULY 2020  
• WEIGHTS AND MEASURES – JULY 16 – AUGUST 15, 2020

4

12

14

## **VIII. NEW BUSINESS**

- A. MOVE TO APPROVE: RATIFICATION OF MIDWEST ABSENTEE BALLOT AGREEMENT. 15**  
**FUND NAME: ELECTION FUND FUND ACCOUNT: 1215-0010-30006**  
**AMOUNT: \$2,000**  
Executive Summary: This agreement will allow Midwest to pick up ballots each day and presort them for the Post Office.  
**Terrisa Martin, Deputy Clerk**
- B. MOVE TO APPROVE: LETTER OF ENGAGEMENT WITH WAGGONER, IRWIN, 17**  
**SCHEELE, INC.**  
**FUND NAME: COUNTY GENERAL FUND NUMBER: 1000 AMOUNT: \$98,720**  
Executive Summary: Waggoner, Irwin, Scheele, Inc (WIS) will conduct a County-wide review of job descriptions and salary grids.  
**Eric Spoonmore, County Council**
- C. MOVE TO APPROVE: EMPACT SOLUTIONS AGREEMENT REGARDING JUVENILE 25**  
**DETENTION ALTERNATIVES INITIATIVE.**  
**FUND NAME: JDAI PROGRAMING FUND NUMBER: 9145 AMOUNT: \$8,500**  
Executive Summary: This agreement with Empact Solutions will allow them to develop up to ten (10) custom Tableau dashboards to communicate meaningful findings and allow for deeper analysis of JDAI related data. The dashboards will be created using juvenile probation referral level data from the Quest case management system with the intention of supporting local JDAI work groups and the JDAI Steering Committee. The dashboards will include analytical and communication tools which are intended to be used in support of the other data reports. The dashboards will include data such as detention utilization, alternative to detention utilization, rates of admissions, summary of referrals, admissions and screening, and the ability to review data by race, ethnicity, gender, geography, and offense level.  
**Jeff Hartman, Probation**
- D. MOVE TO APPROVE: ORDINANCE 2020-08; HOLLAND PINES REZONE. 29**  
**FUND NAME: N/A FUND NUMBER: N/A AMOUNT: N/A**  
Executive Summary: The request is to rezone one 5.34 +/- acre parcel, located at 4214 S Derby Drive in Perry Township Section 21 (Parcel # 53-08-21-100-089.000-008) from Estate Residential 1 (RE1) to High Density Residential (HR) Zoning District.  
**Tammy Behrman, Planning**

**E. MOVE TO APPROVE: AMERICAN STRUCTUREPOINT, INC. AMENDMENT #6 FOR HUNTERS CREEK ROAD PROJECT, PH II & III. 71**

**FUND NAME: LOCAL ROAD AND STREET FUND NUMBER: 1169**

**AMOUNT: \$34,900**

Executive Summary: This amendment is for additional Rule 5 and 106 (f) archaeological updates as requested by INDOT. The archaeological update is also required for access onto the Hoosier National Forest trailhead. The letting date for this project is January 2021 and 3.06 miles of roadway will be reconstructed.

**Lisa Ridge, Highway**

**F. MOVE TO APPROVE: INDOT CHANGE ORDER # 6 AND #8 FOR FULLERTON PIKE, PH II 82**

**FUND NAME: LOCAL ROAD AND STREET FUND NUMBER: 1169**

**AMOUNT: \$11,134.80**

Executive Summary: Change order #6 (\$5,449.76) is to change the concrete in the truck apron in the roundabout per Monroe County request.

Change order # 8 (\$5685.04) Due to guardrail transition off each end of the bridge being too close to the edge of the multi-use path and concrete sidewalk which creates a potential hazard to pedestrians. There will be a 2" x 8" wood rail installed at each location to eliminate this potential hazard.

**Lisa Ridge, Highway**

**IX. APPOINTMENTS**

**X. ANNOUNCEMENTS**

**XI. ADJOURNMENT**

**\*The Board of Commissioners minutes will be in summary format during the Local Declaration of Emergency and the Governor's Executive Orders. Verbatim minutes will return when we are able to return to our normal practices.**



**MONROE COUNTY BOARD OF COMMISSIONERS'**  
**MINUTES SUMMARY\***  
**AUGUST 26, 2020**  
**10:00 am**

<https://monroecounty-in.zoom.us/j/84353337265?pwd=MWZ4dU9qWGVIMUUwV3RoeDFldG5GUT09>  
Meeting ID: 843 5333 7265 Password: 162537 Dial by your location+1 312 626 6799 US (Chicago)

- I. CALL TO ORDER BY COMMISSIONER THOMAS
- II. COMMISSIONERS' PUBLIC STATEMENT READ BY COMMISSIONER JONES
- III. DEPARTMENT UPDATES
  - Health – Penny Caudill
  - Emergency Management – Allison Moore
  - Township Association – Barb Ooley
- IV. PROCLAMATION
- V. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA, LIMITED TO 3 MINUTES
  - None
- VI. APPROVAL OF MINUTES
  - AUGUST 19, 2020

Jones made motion to approve. Githens seconded.  
Attorney Jeff Cockerill called roll.  
Thomas – yes  
Jones – yes  
Githens- yes  
Motion carried 3-0.



**VII. APPROVAL OF CLAIMS DOCKET**

- ACCOUNTS PAYABLE – AUGUST 26, 2020
- PAYROLL – AUGUST 28, 2020

Jones made motion to approve. Githens seconded.

Attorney Jeff Cockerill called roll.

Thomas – yes

Jones – yes

Githens- yes

Motion carried 3-0.

**VIII. NEW BUSINESS**

**A. MOVE TO APPROVE: 2020 SOPHIA TRAVIS COMMUNITY SERVICES GRANT CONTRACTS.**

**FUND NAME: COUNTY GENERAL**

**FUND NUMBER: 1000**

**AMOUNT: \$130,000**

Jones made motion to approve. Githens seconded.

Public comment

- Michael Cain – Community resident

Attorney Jeff Cockerill called roll.

Thomas-yes

Jones-yes

Githens-yes

Motion carried 3-0.

**B. MOVE TO APPROVE: SMITHVILLE INTERNET AGREEMENT.**

**FUND NAME: PUBLIC SAFETY LIT**

**FUND NUMBER: 1170-30072**

**AMOUNT: \$\$800/MO + NON RECURRING \$1500**

Jones made motion to approve. Githens seconded.

Public comment – None.

Attorney Jeff Cockerill called roll.

Thomas-yes

Jones-yes

Githens-yes

Motion carried 3-0.

**C. MOVE TO APPROVE: INDIANA UNIVERSITY AGREEMENT FOR CONTACT TRACING REGARDING COVID 19.**

**FUND NAME: N/A**

**FUND NUMBER: N/A**

**AMOUNT: N/A**

Jones made motion to approve. Githens seconded.

Public comment – None.

Attorney Jeff Cockerill called roll.

Thomas-yes  
Jones-yes  
Githens-yes  
Motion carried 3-0.

**D. MOVE TO APPROVE: HEALTHNET FOUNDATION RESTRICTED DONATION AGREEMENT.**

**FUND NAME: LOCAL HEALTH MAINTENANCE                      FUND NUMBER: 1168**  
**AMOUNT: NOT TO EXCEED \$15,000**

Jones made motion to approve. Githens seconded.  
Public comment – None.  
Attorney Jeff Cockerill called roll.  
Thomas-yes  
Jones-yes  
Githens-yes  
Motion carried 3-0.

**E. MOVE TO APPROVE: CASSADY ELECTRIC AGREEMENT FOR SHERIFF SUBSTATION.**

**FUND NAME: 2016 GO BOND                      FUND NUMBER: 4808-42505                      AMOUNT: \$4,600**

Jones made motion to approve. Githens seconded.  
Public Comment – None.  
Attorney Jeff Cockerill called roll.  
Thomas-yes  
Jones-yes  
Githens-yes  
Motion carried 3-0.

**F. MOVE TO APPROVE: GRABER POST BUILDINGS AGREEMENT FOR SUBSTATION.**

**FUND NAME: 2016 GO BOND                      FUND NUMBER: 4808-42505                      AMOUNT: \$15,507**

Jones made motion to approve. Githens seconded.  
Public Comment – None.  
Attorney Jeff Cockerill called roll.  
Thomas-yes  
Jones-yes  
Githens-yes  
Motion carried 3-0

**G. MOVE TO APPROVE: RESOLUTION(S) 2020-12 AND 2020-13; PARKS SURPLUS PROPERTY.**

**FUND NAME: N/A                      FUND NUMBER: N/A                      AMOUNT: N/A**

Jones made motion to approve. Githens seconded.  
Public Comment – None.  
Attorney Jeff Cockerill called roll.  
Thomas-yes  
Jones-yes

Githens-yes

Motion carried 3-0

**H. MOVE TO APPROVE: BLUESTONE TREE AGREEMENT FOR SERVICES AT FLATWOODS PARK.**

**FUND NAME: PARKS NON-REVERTING      FUND NUMBER: 1179-30006**

**AMOUNT: \$1,388**

Jones made motion to approve. Githens seconded.

Public Comment – None.

Attorney Jeff Cockerill called roll.

Thomas-yes

Jones-yes

Githens-yes

Motion carried 3-0

**I. MOVE TO APPROVE: RIVERWAY PLUMBING & MECHANICAL AGREEMENT FOR KARST FARM PARK.**

**FUND NAME: COUNTY GENERAL AND PARKS NON-REVERTING**

**FUND NUMBER: 1000 & 1179      AMOUNT: \$38,320**

Jones made motion to approve. Githens seconded.

Public Comment – None.

Attorney Jeff Cockerill called roll.

Thomas-yes

Jones-yes

Githens-yes

Motion carried 3-0.

**J. MOVE TO APPROVE: ADDITIONAL MONIES TO HOOSIER HILLS FOOD BANK AND PANTRY 279**

**FUND NAME: RAINY DAY      FUND NUMBER: 1186      AMOUNT: \$30,000**

Jones made motion to approve. Githens seconded.

Public Comment – None.

Attorney Jeff Cockerill called roll.

Thomas-yes

Jones-yes

Githens-yes

Motion carried 3-0.

**IX. APPOINTMENTS**

- None

**X. ANNOUNCEMENTS**

- Accepting applications for all Boards and Commission. Visit [www.co.monroe.in.us](http://www.co.monroe.in.us) for a list of all the Boards and Commission and the application.



- Monroe County Commissioners are sponsoring a **BLOOD DRIVE**, on the following dates:
  - Tuesday, September 29**
  - Thursday, October 22**
  - Monday, November 9**
  - Monday, December 21**

All appointment times will be **10 am to 3 pm** and held at the Monroe County Convention Center Conference Room, 302 S. College Ave. This is **BY APPOINTMENT ONLY**. Contact the Red Cross to schedule your appointment at 1.800.733.2767 or [www.redcross.org](http://www.redcross.org).

- Monroe County Government Buildings are open **BY APPOINTMENT ONLY**. You can contact the offices by phone or email. **FACE COVERINGS ARE REQUIRED** when entering MCG buildings. Face covering will be provided to you if you need them.
- Local businesses and organizations can pick up free “No Shirt, No Shoes, No Mask, No Service” window clings at the Bloomington Chamber of Commerce, 421 W 6<sup>th</sup> Street, Downtown Bloomington, Inc., 302 S College Ave. or by calling the Commissioner’s office at 812.250.2550. You can pick up your window cling on **Tuesday, Wednesday and Thursday’s from 9-4** at the North Doors of the Courthouse.
- Monroe County Commissioners and Monroe County Council have created the Assistance Fund for county residents who need assistance in paying rent or utilities. Contact your local Township Trustee for further information.

TOWNSHIP TRUSTEE	Phone	email
Ben Blossom- Ronald Hutson	812.935.7174	<a href="mailto:beanblossomtrustee19@gmail.com">beanblossomtrustee19@gmail.com</a>
Benton - Michelle Bright	812.339.6593	<a href="mailto:michelleabright@gmail.com">michelleabright@gmail.com</a>
Bloomington - Kim Alexander	812.336.4976	<a href="mailto:bloomingtontownship@in.gov">bloomingtontownship@in.gov</a>
Clear Creek - Thelma Jefferies	812.824.7225	<a href="mailto:thelma@bluemarble.net">thelma@bluemarble.net</a>
Indian Creek - Chris Reynolds	812.824.4981	<a href="mailto:chreyonlds812@gmail.com">chreyonlds812@gmail.com</a>
Perry - Dan Combs	812.336.3713	<a href="mailto:trustee@perrytownship.info">trustee@perrytownship.info</a>
Polk - Chris Spiek	812.837.9446	<a href="mailto:cspiek@bluemarble.net">cspiek@bluemarble.net</a>
Richland - Marty Stephens	812.876.2509	<a href="mailto:rttfrontdesk@bluemarble.net">rttfrontdesk@bluemarble.net</a>
Salt Creek - Donn Hall	812.837.9140	<a href="mailto:donnhall403@yahoo.com">donnhall403@yahoo.com</a>
Van Buren - Rita Barrow	812.825.4490	<a href="mailto:vbtrita@bluemarble.net">vbtrita@bluemarble.net</a>
Washington - Barbara Ooley	812.876.1188	<a href="mailto:ooleyb@yahoo.com">ooleyb@yahoo.com</a>

- Monroe County Health Department has a complaint form on the County’s website if you have a complaint or issue with a business or retail establishment concerning face coverings, social distancing or gathering sizes. There is also a hotline 812. 803-6360.  
**THIS IS NOT FOR COMPLAINTS ON INDIVIDUALS!**
- Also on the County website main page is an application for those wishing to have a gathering larger than the current limits can request an increase by submitting an application go to [www.co.monroe.in.us](http://www.co.monroe.in.us) for more information and the application.

- Monroe County Government CARES Act Reimbursement Funds are available for local businesses who have incurred out of pocket expenses due to the COVID 19 pandemic. For more information or to apply visit the Monroe County website [www.co.monroe.in.us](http://www.co.monroe.in.us)
- Next Commissioners Meeting will be Wednesday, September 2, 10am via ZOOM.

## XI. ADJOURNMENT

The minute's summary of the August 26, 2020 Board of Commissioners' meeting were approved on, September 2, 2020.

### Monroe County Commissioners

Ayes:

Nays:

\_\_\_\_\_  
Julie Thomas, President

\_\_\_\_\_  
Julie Thomas, President

\_\_\_\_\_  
Lee Jones, Vice President

\_\_\_\_\_  
Lee Jones, Vice President

\_\_\_\_\_  
Penny Githens

\_\_\_\_\_  
Penny Githens

Attest:

\_\_\_\_\_  
Catherine Smith, Auditor

**\*The Board of Commissioners minutes will be in summary format during the Local Declaration of Emergency and the Governor's Executive Orders. Verbatim minutes will return when we are able to return to our normal practices.**





## PROCLAMATION

### WOMAN'S EQUALITY DAY

- WHEREAS:** The Declaration of Sentiments was signed in Seneca Falls New York in 1848 and included the statement, "We hold these truths to be self-evident that all men and women are created equal." Advocates for women's suffrage came from reform movements in the US, including the anti-Slavery and Temperance movements, and from those working on issues related to labor rights and public health; and
- WHEREAS:** Following the Civil War, the question of race became divisive within the women's suffrage movement, as women were left out of the proposed 15th Amendment – granting African-American men the right to vote. It was feared if women were included in the Amendment that it would surely fail; and
- WHEREAS:** There were two main movements for Suffrage in the United States – The American Woman Suffrage Association (AWSA) focused on attaining the right to vote for women on a state-by-state basis. Some advances in suffrage were made as Western Territories became states. However, the gains were uneven – in some cases women only had the right to vote in municipal elections. The National Woman Suffrage Association (NWSA) focused on an Amendment to the US Constitution. The two groups combined forces in 1890, becoming the National American Woman Suffrage Association (NAWSA). Women lobbied members of Congress, organized petitions, utilized the Courts and organized speaking tours throughout the nation – at factory gates, in church halls, and in city squares; and
- WHEREAS:** Based on her belief that the NAWSA's tactics were timid, in 1913, Alice Paul organized a parade in Washington DC to counter President Wilson's Inauguration parade. In 1917, with American troops fighting in World War I, Alice Paul's National Women's Party picketed the White House – an act that was unheard of, especially in wartime. They asked: "President Wilson, how long must women wait for liberty?" Women suffered verbal and physical assaults and many were jailed – where they endured forced feeding when they organized a hunger strike; and

**WHEREAS:** Indiana's first convention for women's political, economic, and social rights was held in Dublin. The Woman's Franchise League and the Equal Suffrage society were also organized in the state. Madam C. J. Walker worked to ensure that African-American women were included in the campaign for suffrage. In 1887, Susan B. Anthony visited Bloomington to speak on behalf of women's suffrage. She was invited by Maud Showers, a partner in the Showers Furniture Company; and

**WHEREAS:** The Women's Suffrage movement demonstrated that a range of tactics was necessary to achieve social progress. From the moderates who petitioned Congress to the radical women who picketed at the White House in wartime, women and men advanced the cause; and

**WHEREAS:** On August 26, 1920, the 19th Amendment was ratified, granting women the right to vote. "The right of citizens of the United States to vote shall not be denied or abridged by the United States or any state on account of sex."; and

**WHEREAS:** The 19th Amendment did not end the fight for all American women, as indigenous and immigrant women continued to struggle for the right to vote. Indigenous women were not granted the right until 1924 and Chinese Americans in 1943. African-American women (and men) were prohibited from voting in the South, hampered by Jim Crow policies like the poll tax, violence and other forms of suppression. Barriers to casting a ballot exist to this day, disproportionately impacting communities of color; and

**WHEREAS:** Mary McLeod Bethune, the founder of the Black Girls' School in Daytona, Florida refused to let the Klan intimidate her when she cast her ballot in 1920. She wrote: "We live in a world which respects power above all things. Power, intelligently directed, can lead to more freedom. Unwisely directed, it can be a dreadful destructive force." We encourage Monroe County voters to honor the sacrifices made to attain the right to vote, and to cast their ballot in the 2020 General Election.

**THEREFORE:** We, the Monroe County Board of Commissioners hereby declare August 26, 2020 as

## **Women's Equality Day in Monroe County,**

Commemorating the 100th anniversary of the ratification of the 19th Amendment of the Constitution, granting national suffrage rights to women. This week, the Courthouse will be lit in purple and gold – the colors adopted by the Women's Suffrage movement, and reflecting the movement's historic slogan: "Forward through the darkness, Forward into the Light"

***PROCLAIMED THIS TWENTY-SIXTH DAY OF AUGUST, TWO THOUSAND TWENTY***



# MONTHLY REPORT - CLERK OF THE CIRCUIT COURT

Required by IC 33-17-2-8

## MONTHLY REPORT JULY 2020

**FILED**

JUL 24 2020

### Charges:

1	Fees payable to the State	\$	162,238.55
	JC - Reimbursements	\$	
	FSSA Support		
2	Fees payable to the county	\$	69,410.01
3	Bank Discrepancy	\$	11,957.21
4	Trust Funds (Bonds/Other)	\$	1,679,782.81
5	Trust, Refunds	\$	232.00
6	Trust, Judgment Collections	\$	22,445.14
	ISETS Child Support Collections	\$	7,198.55
	Interest-bearing Accounts Payables	\$	1,724.12
	Cash on Hand	\$	1,500.00
7	Total Charges	\$	<u>1,956,488.37</u>

*Catherine Smith*  
Auditor Monroe County, Indiana

### Credits

8	Certificate of deposit		
9	Certificate of deposit		
10	Certificate of deposit		
11	Monroe County Bank Account	\$	1,946,065.70
	Monroe Bank Account - Ledger		
	Old Judgment Collections		
	ISETS Child Support	\$	7,198.55
	Interest-Bearing Saving Account	\$	1,724.12
12	Subtotal: Daily Balance Record (Lines 8-11)		
13	ISETS Monthly Clerk's Support Record	\$	-
14	Total Depository Balances as shown by Records	\$	<u>1,954,988.37</u>
15	Investments on Hand at the close of business	\$	-
16	Cash in office at the close of business	\$	1,500.00
17	Total	\$	-
18	Cash Short		
19	Cash Long		
20	PROOF (Line 7)	\$	<u>1,956,488.37</u>

21	Balance in All Depositories	\$	2,195,675.89
22	Deduct: Outstanding Checks	\$	(259,252.99)

23	Net Depository Balance		
24	Deposits in Transit	\$	23,162.97
25	Bank Fees	\$	120.00
26	Interest		
27	Miscellaneous Adjustments (explain fully)	\$	(5,910.50)
28	Participant recoupments	\$	1,130.00
29	Agency recoupments	\$	63.00
30	Balance in all Depositories (line 14)	\$	1,954,988.37
31	PROOF	\$	1,954,988.37

State of Indiana, MONROE County: ss: I, the undersigned Clerk of the Circuit Court in and for the afresaid county and state, do hereby certify that the foregoing report is true and correct to the best of my knowledge and belief and as appears of record now on file in this office.

*Yvette Lynn Browne*  
(SEAL)

Clerk, Monroe Circuit Court

ISETS: Over \$406.20	-406.20
Adjustment for CC & ACH items in transit	12,096.36
Credit Card deposited in Bank	-15,549.66
ACH ST of IN Payables	-2,361.00
Stale dated/reissued checks cashed	267.00
Return Bank Fees	
Other Adjustments	43.00
Total Misc Adjustments	-5,910.50

Copy for Commissioners  
Copy for Board of Finance  
Copy for State Board of Accounts @  
E418 Government Center South  
Indianapolis, IN 46204



WEIGHTS AND MEASURES MONTHLY REPORT  
State Form 44196 (R2/10-99)

Indiana Division of Weights & Measures  
2525 N Shadeland Ave., Ste D3, Indianapolis, Indiana 46219-179.  
Office: (317) 356-7078 \* Fax: (317) 351-2878  
[www.in.gov](http://www.in.gov)



Inspector: Scott A Sowder

Jurisdiction: Monroe

Date: 16-Jul to 15-Aug 2020

INSPECTION ACTIVITIES	STATISTICAL			
	Correct	Rejected	Confiscated	TOTAL
<b>SCALES</b>				
Vehicle - State Police				
Vehicle - State Inspection				
Vehicle - City or County				
Railroad Scales				
Belt Conveyor Scales				
Livestock Scales				
Portable & Dormant Scales	1			1
Hopper Scales				
Computing Scales	3			3
Suspension Scales				
Prescription Scales	2			2
Gram Scales				
Non-Commercial Scales				
<b>MEASURING DEVICES</b>				
LPG Meters				
CNG Meters				
Vehicle Truck Meters				
Gasoline, Kerosene, Diesel Tests	317	47		364
High Flow Diesel Tests				
Mass Flow Meters				
Taxi Meters				
Timing Devices				
<b>CALIBRATIONS AND TESTS</b>				
Commercial Weights				
Prescription Weights				
Wheel Weighers				
Test Weights				
Liquid Measures				
Linear Measures				
Miscellaneous				
<b>OTHER ACTIVITIES</b>				
Packages Checked				
Packages Controlled				
LP Gas Cylinders				
Octane samples				
Measuregraphs				
Misc. Determinations				
<b>GRAND TOTAL</b>	323	47		370

NARRATIVE

(Explain Miscellaneous Tests and Activities)

I am continuing to work on fuel dispensers this month. Due to the late start I am still a little behind. At this point I have approximately 15 stations remaining to complete for the season. I am anticipating having these complete by the middle of September.

Once I have completed the fuel dispensers I am going to concentrate on my pharmacy scales and small scales. I should be able to have all of these completed by the end of November.

I have a couple of more stations replacing their dispensers this year. There is also talk of a new station being built on the north side of Bloomington. Hopefully, these are completed in the next couple of months so I can get them tested before winter.

At the end of September I will be testing all of the vehicle tank meters on the fuel delivery trucks that service the county. Due to the flow rate this will involve using the 100 gallon test measure.

Although I am between offices at the moment I have already been utilizing the new garage at the highway garage. It is nice to be able to keep the truck and test trailer under roof for a change. The last I heard, we should be able to fully move into the office some time in September.

**FILED**

AUG 27 2020

*Catherine Smith*

Auditor Monroe County, Indiana

# MONROE COUNTY BOARD OF COMMISSIONERS

Date to be heard: Sept 2, 2020

Item for Formal Meeting? ☒

(Ex: Routine items, continuing grants)

OR

Item for Work Session / Discussion ☐

(Ex: Public interest items, Ordinance changes, new grants and grants that add personnel)

Title of item to appear on the agenda:

*Include VENDOR's Name in title if appropriate*

RATIFICATION OF MIDWEST ABSENTEE BALLOT AGREEMENT

Vendor #

*If new vendor, enter 'NEW'*

*All Grants must complete the following*

Is this a grant request? Yes ☐

New Grant to the County? Yes ☐

Grant Type:

Reimbursement/Drawdown ☐

Up Front Payment ☐

County IS Pass Through ☐

Federal Agency:

Federal Program:

CFDA #

Federal Award Number and Year:

*Or other identifying number*

Pass Through Entity

**Amount Received**

Federal:

State:

Local Match:

Total Received:

**Contracts/Agreements/MOU- Interlocal/Ordinance/Resolution/Grant item:**

Fund Name: VR CONTRACTUAL

Fund Number 1215-0010-30006

Amount: 2,000

**If there is a monetary number in the Amount Box, you HAVE to include the Fund Name & Number. IF this is a grant waiting on the creation of a Fund Name & Number, indicate that in the boxes.**

Executive Summary:

\$2,000 OUT OF ELECTION CONTRACTUAL 1215-0062-30006

POSTAGE OF \$25,000  
1000-0001-30800

MIDWEST IS A COMPANY WE UTILIZE IN THE CLERK'S OFFICE TO EXPEDITE THE MAIL. WE WANT TO HAVE MIDWEST PICK UP OUR BALLOTS EACH DAY AND PRESORT THEM FOR THE POST OFFICE. INSTEAD OF 7 DAYS TO RECEIVE A BALLOT MAILED BY ELECTION CENTRAL, MIDWEST DOES IT IN 3 BY PRECODING THE EVELOPES FOR THE POST OFFICE.

Person Presenting: TREE MARTIN

Department: CLERK'S OFFICE

Attorney who reviewed:  *County Legal Review required prior to submission of this form for all contracts*

Submitted by: TREE MARTIN

Date: AUGUST 31, 2020

Each agenda request and all necessary documents to the Auditor's Office (Anita Freeman) at: [afreeman@co.monroe.in.us](mailto:afreeman@co.monroe.in.us) AND to the Commissioner's

Office e-mail: [Commissionersoffice@co.monroe.in.us](mailto:Commissionersoffice@co.monroe.in.us)

## Midwest Presort Pricing Agreement:

### Monroe County Clerk's Office - Absentee Ballot Project

**Midwest Presort "MWP" will provide the following services to Monroe County "Customer"**

- MWP will pick up Customer's absentee ballots on a daily basis at 2:00pm Eastern Time, Monday through Friday, September 19 - November 1
- MWP will pick up Customer's absentee ballots at Election Central, location: 401 W 7th St. Suite 100 Bloomington, Indiana 47404. This location will be employed from September 19 - October 2
- MWP will pick up Customer's absentee ballots at Monroe County Courthouse, location: 100 W Kirkwood Ave Bloomington, Indiana 47404. This location will be employed from October 5 - November 1
- MWP will meter Customer's absentee ballots at the 'Fully Paid' Rate
- MWP will mark each tray of metered absentee ballots with expedited tray markers from the USPS. MWP will present the marked trays of metered absentee ballots to the USPS the same day the ballots are picked up from Customer's facilities
- Customer will provide MWP with a postage deposit of \$25,000 which is estimated to be the postage expense for the project in whole. MWP will send Customer biweekly updates detailing postage standing
- MWP will invoice an all encompassing service charge of \$4,000 before the project's start date. This charge will be an one-time amount covering the entirety of the project's duration

Component	Price
Estimated Postage	\$25,000
Services	\$4,000

#### Agreement Term:

This agreement shall be effective upon execution by Monroe County Clerk's Office and Midwest Presort.

#### Signature:

**Monroe County Clerk's Office**  
301 N College Ave Suite 201  
Bloomington, IN 47404

**Midwest Presort**  
PO Box 2506  
Indianapolis, IN 46206

By: Julie Thomas  
Signature  
President, Board of Commissioners  
Title  
August 28, 2020  
Date

By: Karen Jenkins  
Signature  
President  
Title  
08/27/2020  
Date



**MONROE COUNTY BOARD OF COMMISSIONERS**

Date to be heard: 9/2/2020

Item for Formal Meeting? ☐  
(Ex: Routine items, continuing grants)

OR

Item for Work Session / Discussion ☐  
(Ex: Public interest items, Ordinance changes, new grants and grants that add personnel)

Title of item to appear on the agenda:  
*Include VENDOR's Name in title if appropriate*

Letter of Engagement with Waggoner, Irwin, Scheele  
Incorporated Regarding Job Classification and Salary Study

Vendor #

*If new vendor, enter 'NEW'*

*All Grants must complete the following*

Is this a grant request? Yes ☐

New Grant to the County? Yes ☐

Grant Type:

Reimbursement/Drawdown ☐

Up Front Payment ☐

County IS Pass Through ☐

Federal Agency:

Federal Program:

CFDA #

Federal Award Number and Year:

*Or other identifying number*

Pass Through Entity

**Amount Received**

Federal:

State:

Local Match:

Total Received:

**Contracts/Agreements/MOU- Interlocal/Ordinance/Resolution/Grant item:**

Fund Name: General

Fund Number 1000

Amount: \$98,720

**If there is a monetary number in the Amount Box, you HAVE to include the Fund Name & Number. IF this is a grant waiting on the creation of a Fund Name & Number, indicate that in the boxes.**

Executive Summary:

Monroe County Council is having Waggoner, Irwin, Scheele Incorporated (WIS) conduct a County-wide review of job descriptions and salary grids.

Person Presenting: Eric Spoonmore

Department: County Council

Attorney who reviewed: Margie Rice  
*County Legal Review required prior to submission of this form for all contracts*

Submitted by: Meghan Miller

Date: 8/31/2020

Each agenda request and all necessary documents to the Auditor's Office (Anita Freeman) at: [afreeman@co.monroe.in.us](mailto:afreeman@co.monroe.in.us) AND to the Commissioner's

Office e-mail: [Commissionersoffice@co.monroe.in.us](mailto:Commissionersoffice@co.monroe.in.us)

## **LETTER OF ENGAGEMENT MONROE COUNTY, INDIANA**

The County of Monroe, Indiana (County) engages Waggoner, Irwin, Scheele & Associates Inc. (WIS) to provide the following professional consulting services.

### **JOB CLASSIFICATION AND SALARY STUDY**

The following action steps and scope of consulting services are described and presented to best meet the objective of conducting a job classification and salary study, and Fair Labor Standards Act (FLSA) analysis of all County positions to document "EXCLUDED, EXEMPT or NON-EXEMPT" FLSA status.

Consultants will prepare new County job descriptions to conduct a salary study. Job descriptions will be point-factored using Factor-Evaluation System (FES) guidecharts developed by the U.S. Department of Labor. Classification factor points will serve as the basis for conducting an internal and external salary analysis, and developing new pay schedule options.

1. **Develop Project Work Plan, Schedule:** Consultants will prepare a written project work plan and schedule.
2. **Conduct Elected Official and Department Head Briefing Meetings:** Consultants will conduct project briefing meetings to review the work plan, distribute job questionnaires, and provide instruction for completion of questionnaires.
- 3: **Gather, Review, Prepare New Job Descriptions:** Consultants will gather and review existing County job descriptions to determine (FES) "factor-ability," and to assess compliance with state and federal employment laws and regulations.

Using the completed Job Questionnaires and existing job descriptions, consultants will prepare new "draft" descriptions and return for review and revision. County elected officials and department heads will be assigned the responsibility of reviewing the "draft" job descriptions with employees for accuracy and completeness. Revisions (additions, deletions) will be noted and returned to consultants who will prepare final job descriptions.

- 4: **Interview Elected Officials and Department Heads:** Consultants will interview individual elected officials and department heads to obtain organizational background information, assigned position description duties, reporting relationships, and verification of job requirements, scope of job responsibility, and work environment in which job duties are performed.



**{Job Desk Audits:** To the extent necessary as requested by the County Council Administrator or County Council Attorney, consultants will conduct job desk audits to verify job information received, and request additional job information as needed.}

**5. Point-Factor Job Descriptions**

Using the new job descriptions the consultants will point-factor each job description using Factor Evaluation System (FES) guidecharts by job category.

**5. Salary Analysis**

Consultants will conduct an (*internal*) salary analysis pairing factor points to current pay schedules.

Consultants will collect comparable data from various organizations and conduct an (*external*) salary analysis.

Any pay inequities will be identified by job and incumbent(s). Consultants will lead discussions with County officials in the development of a salary structure, and new pay schedule implementation options.

**6. Conduct FLSA Job Analysis:** Consultants will conduct Fair Labor Standards Act job analysis of FLSA "EXCLUDED, EXEMPT, or NON-EXEMPT" status will be made for each job description.

**7. Final Report**

Consultants will prepare a final report of findings and recommendations and submit to the County.

**8. Maintenance**

A job classification and salary maintenance plan will be prepared for monitoring the system, and conducting an annual salary analysis for use during budget proceedings.

**FEES**

Fees will be billed on an hourly basis, plus travel expenses.

Principal:	\$125.00 hour
Sr. Consultant:	\$95.00 hour
Consultant:	\$45.00 hour

## **TRAVEL EXPENSE REIMBURSEMENT**

Travel expense reimbursement will be billed using the following rates:

Mileage:	\$0.46 per mile
Per Diem:	\$24.00 per day
Lodging:	per receipts

## **TIMETABLE**

It is estimated that the above action steps will be completed in (9-10) months.

## **EEO EMPLOYER**

Waggoner, Irwin, Scheele & Associates INC. is an Equal Employment Opportunity Employer and hereby certifies that it does not discriminate on the basis of race, color, religion, sex, national origin, ancestry, age or disability.

## **E-VERIFY**

As provided under Indiana Code § 22-5-1.7 et seq., every contract with a political subdivision entered into or renewed after June 30, 2011 must provide that: i) the contractor shall enroll in and verify the work eligibility status of all newly hired employees of the contractor through the E-Verify program (as defined under Indiana Code § 22-5-1.7-3); ii) the contractor is not required to verify the work eligibility status of all newly hired employees of the contractor through the E-Verify program if the E-Verify program no longer exists; and, iii) the contractor signs an affidavit affirming that the contractor does not knowingly employ an unauthorized alien. In addition, as provided under Indiana Code § 22-5-1.7-15, if a contractor uses a subcontractor to provide services for work the contractor is performing under a public contract for services, the subcontractor shall certify to the contractor in a manner consistent with federal law that the subcontractor, at the time of certification: a) does not knowingly employ or contract with an unauthorized alien; and b) has enrolled and is participating in the E-Verify program. The contractor shall maintain on file a certification of a subcontractor throughout the duration of the term of a contract with the subcontractor. Consistent with such legislative mandate, these provisions are incorporated into the Agreement and Contractor agrees to abide by such.

## **NO INVESTMENT IN IRAN**

As required by I.C. 5-22-16.5-13, WIS hereby certifies that the contractor is not engaged in investment activities in Iran.

## **ANTI-NEPOTISM**

WIS is aware of the provisions under Indiana Code §36-1-21 et seq. with respect to anti-nepotism in contractual relationships with governmental entities. WIS certifies that none of the owners of WIS is a relative of any elected County Commissioner or County Council Member of Monroe County.

## **DEFENSE AND INDEMNIFICATION**

a. County agrees to defend, indemnify, and hold harmless WIS and its officers, employees, and agents from any claims, demands, actions, and causes of action caused by or arising out of the negligence, gross negligence, willful misconduct, fraud, bad faith, or a breach of this Letter of Engagement by County and its officers, employees, and agents.

b. WIS agrees to defend, indemnify, and hold harmless County and its officers, employees, and agents from any claims, demands, actions, and causes of action caused by or arising out of the negligence, gross negligence, willful misconduct, fraud, bad faith, or a breach of this Letter of Engagement by WIS and its officers, employees, and agents.

## **OTHER REQUESTED CONSULTING SERVICES**

Additionally requested consulting services beyond those specified in this Letter of Engagement, including but not limited to, applicant recruitment, complaint investigations, expert witness research and testimony, and consultation will be billed at the above hourly fee rates, plus travel reimbursement. Any requests for additional consulting services shall be confirmed in writing between the County of Monroe and Waggoner, Irwin, Scheele & Associates, INC.

## JOB CLASSIFICATION AND SALARY STUDY

### OPTION 1

**ALL COUNTY POSITIONS:  
ELECTED OFFICIALS\*  
EXE, PAT, COMOT, POLE, LTC, AND SO POSITIONS**

### FEES

To perform the above scope of consulting services for (Option 1) County positions fees will not exceed \$98,720.00\*\* plus travel reimbursement.

*\*Limited to salary survey of selected Indiana counties elected official salaries only.*


*\*\* In the event that it is necessary for consultants to conduct employee desk audit (in-person or by Zoom) Monroe County will be invoiced an additional charge at consultant hourly rates; plus travel reimbursement if applicable.*

Waggoner, Irwin, Scheele & Associates INC. is hereby authorized to conduct a job classification and salary study (Option #1) for Monroe County, Indiana.

### OTHER REQUESTED CONSULTING SERVICES

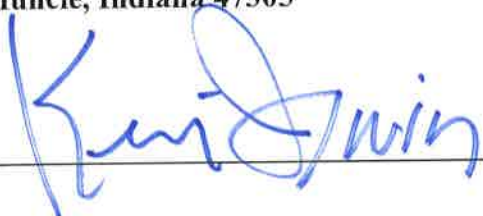
Additionally requested consulting services beyond those specified in this Letter of Engagement, including but not limited to, applicant recruitment, complaint investigations, expert witness research and testimony, and consultation will be billed at the above hourly fee rates, plus travel reimbursement. Any requests for additional consulting services shall be confirmed in writing between the County of Monroe and Waggoner, Irwin, Scheele & Associates, INC.

**FOR  
COUNTY OF MONROE, INDIANA**



**DATE:** 08/25/2020

**FOR  
WAGGONER, IRWIN, SCHEELE & ASSOCIATES INC.  
118 South Franklin Street  
Muncie, Indiana 47305**



**DATE:** 08/31/2020

## JOB CLASSIFICATION AND SALARY STUDY

### OPTION 2

#### **ELECTED OFFICIALS\* EXE, PAT, COMOT, AND SO POSITIONS**

#### **FEES**

To perform the above scope of consulting services for (Option 2) County positions fees will not exceed \$82,640.00\*\* plus travel reimbursement.

*\*Limited to salary survey of selected Indiana counties elected official salaries only.*

*\*\* In the event that it is necessary for consultants to conduct employee desk audit (in-person or by Zoom) Monroe County will be invoiced an additional charge at consultant hourly rates; plus travel reimbursement if applicable.*

Waggoner, Irwin, Scheele & Associates INC. is hereby authorized to conduct a job classification and salary study (Option #2) for Monroe County, Indiana.

#### **OTHER REQUESTED CONSULTING SERVICES**

Additionally requested consulting services beyond those specified in this Letter of Engagement, including but not limited to, applicant recruitment, complaint investigations, expert witness research and testimony, and consultation will be billed at the above hourly fee rates, plus travel reimbursement. Any requests for additional consulting services shall be confirmed in writing between the County of Monroe and Waggoner, Irwin, Scheele & Associates, INC.

**FOR  
COUNTY OF MONROE, INDIANA**

\_\_\_\_\_  
DATE: \_\_\_\_\_

**FOR  
WAGGONER, IRWIN, SCHEELE & ASSOCIATES INC.  
118 South Franklin Street  
Muncie, Indiana 47305**

\_\_\_\_\_  
DATE: \_\_\_\_\_

## **JOB CLASSIFICATION AND SALARY STUDY**

### **OPTION 3**

#### **ELECTED OFFICIALS\* POLE, LTC, AND SO POSITIONS**

#### **FEES**

To perform the above scope of consulting services for (Option 3) County positions fees will not exceed \$34,680.00\*\* plus travel reimbursement.

*\*Limited to salary survey of selected Indiana counties elected official salaries only.*

*\*\* In the event that it is necessary for consultants to conduct employee desk audit (in-person or by Zoom) Monroe County will be invoiced an additional charge at consultant hourly rates; plus travel reimbursement if applicable.*

Waggoner, Irwin, Scheele & Associates INC. is hereby authorized to conduct a job classification and salary study (Option #3) for Monroe County, Indiana.

#### **OTHER REQUESTED CONSULTING SERVICES**

Additionally requested consulting services beyond those specified in this Letter of Engagement, including but not limited to, applicant recruitment, complaint investigations, expert witness research and testimony, and consultation will be billed at the above hourly fee rates, plus travel reimbursement. Any requests for additional consulting services shall be confirmed in writing between the County of Monroe and Waggoner, Irwin, Scheele & Associates, INC.

**FOR  
COUNTY OF MONROE, INDIANA**

\_\_\_\_\_  
**DATE:** \_\_\_\_\_

**FOR  
WAGGONER, IRWIN, SCHEELE & ASSOCIATES INC.  
118 South Franklin Street  
Muncie, Indiana 47305**

\_\_\_\_\_  
**DATE:** \_\_\_\_\_

# MONROE COUNTY BOARD OF COMMISSIONERS

Date to be heard: 9/2/2020

Item for Formal Meeting? ☒

(Ex: Routine items, continuing grants)

OR

Item for Work Session / Discussion ☐

(Ex: Public interest items, Ordinance changes, new grants and grants that add personnel)

Title of item to appear on the agenda:

*Include VENDOR's Name in title if appropriate*

Professional Services Agreement with Empact Solutions

Vendor #

004072

*If new vendor, enter 'NEW'*

*All Grants must complete the following*

Is this a grant request? Yes ☐

New Grant to the County? Yes ☐

Grant Type:

Reimbursement/Drawdown ☐

Up Front Payment ☐

County IS Pass Through ☐

Federal Agency:

Federal Program:

CFDA #

Federal Award Number and Year:

*Or other identifying number*

Pass Through Entity

**Amount Received**

Federal:

State:

Local Match:

Total Received:

**Contracts/Agreements/MOU- Interlocal/Ordinance/Resolution/Grant item:**

Fund Name: JDAI Programming

Fund Number 9145

Amount: \$8,500.00

**If there is a monetary number in the Amount Box, you HAVE to include the Fund Name & Number. IF this is a grant waiting on the creation of a Fund Name & Number, indicate that in the boxes.**

Executive Summary:

The Monroe Circuit Court received grant funding to implement the Juvenile Detention Alternatives Initiative (JDAI) in Monroe County for the 2019-2020 grant year. The Annie E. Casey Foundation's Juvenile Detention Alternatives Initiative is a bipartisan movement for juvenile justice reinvestment. The initiative involves the reallocation of government resources away from mass incarceration and toward investment in youth, families, and communities.

This agreement with Empact Solutions will allow them to develop up to ten (10) custom Tableau dashboards to communicate meaningful findings and allow for deeper analysis of JDAI related data. The dashboards will be created using juvenile probation referral level data from the Quest case management system with the intention of supporting local JDAI work groups and the JDAI Steering Committee. The dashboards will include analytical and communication tools which are intended to be used in support of the other data reports. The dashboards will include data such as detention utilization, alternative to detention utilization, rates of admissions, summary of referrals, admissions and screening, and the ability to review data by race, ethnicity, gender, geography, and offense level.

Person Presenting: Jeff Hartman

Department: Probation

Attorney who reviewed: Lee Baker

*County Legal Review required prior to submission of this form for all contracts*

Submitted by: Linda Brady, Chief Probation Officer

Date: 8/27/2020

Each agenda request and all necessary documents to the Auditor's Office (Anita Freeman) at: [afreeman@co.monroe.in.us](mailto:afreeman@co.monroe.in.us) AND to the Commissioner's

Office e-mail: [Commissionersoffice@co.monroe.in.us](mailto:Commissionersoffice@co.monroe.in.us)



## **Statement of Work (SOW)**

<b>AGREEMENT #</b>	Professional Services Agreement <i>MC102</i> by and between Zephyr Data Group, LLC dba Empact Solutions and Monroe County Government
<b>SOW #</b>	MC102
<b>SOW SUMMARY</b>	Empact Solutions will create custom Tableau dashboards using referral-level data
<b>TOTAL COST</b>	\$8,500
<b>PERIOD OF PERFORMANCE</b>	Upon the last date of signing by all parties through December 31, 2020
<b>CLIENT CONTACT</b>	Christine McAfee (812-349-2649) / <a href="mailto:cmcafee@co.monroe.in.us">cmcafee@co.monroe.in.us</a>
<b>IMPACT SOLUTIONS</b>	Kim Cataldo (267-875-3539) / <a href="mailto:kim@empact.solutions">kim@empact.solutions</a>

### **DESCRIPTION AND DETAILS:**

Empact Solutions (ES) will develop up to ten (10) custom Tableau dashboards to communicate meaningful findings and allow for deeper analysis of JDAI related data. The dashboards will be created using juvenile probation referral level data from QUEST with the intention of supporting local JDAI workgroups and JDAI Steering Committee. The dashboards will include analytical and communication tools which are intended to be used in support of the QRS (not a replacement of the QRS). The dashboards will include data such as detention utilization, ATD utilization, rates of admissions, summary of referrals, admissions and screening, and the ability to review data by REGGO. Empact solutions will solicit feedback and incorporate revisions over the course of two (2) feedback cycles. This engagement will be only with Monroe County.

Client acknowledges and agrees that Empact Solutions retains all right, title and interest in and to the Empact Solutions Materials. Upon receipt of all payments required Empact Solutions grants Client a non-exclusive, royalty-free, irrevocable, perpetual license to use the Deliverables for the purposes for which such Deliverables were designed and intended. Client shall limit use of and access to the Empact Solutions Materials to JDAI Indiana sites. JDAI-based data sets used shall be kept confidential and not used for any other purpose by ES. All data sets used by ES shall be destroyed at the end of the performance period.

### **PRICING/FEE INFORMATION**

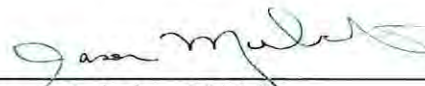
Unless otherwise agreed upon by ES and Monroe County, payment for development services are due in a timely manner after the statement of work is executed and an invoice is received. Payment shall be made from the Juvenile Detention Alternatives Grant funding as available and subject to the standard claims process conducted by Monroe County Government.

**TOTAL COST:      \$8,500**

## **IMPACT SOLUTIONS AGREES TO THE FOLLOWING:**

1. Acceptance of this Statement of Work is evidence that there is intent to comply with the Americans with Disabilities Act of 1990, Rehabilitation Act of 1973, and Title VI of the 1964 Civil Rights Act.
2. This Statement of Work may be terminated, at any time, by either party, upon thirty (30) days written notice. If the Statement of Work is terminated by the Monroe Circuit Court / Monroe Circuit Court Probation Department, the Monroe Circuit Court / Monroe Circuit Court Probation Department shall pay any expenses incurred and non-refundable.
3. Compliance with Law. Impact Solutions shall comply with all State of Indiana and Monroe County applicable laws and regulations. Impact Solutions shall indemnify and save harmless the Monroe County Board of Commissioners for any fines or expenses of any nature which it might incur from Impact Solutions' noncompliance. Impact Solutions will comply with IC 22-5-1.7 et seq. Specifically including the following:
  - A. Impact Solutions to enroll in and verify the work eligibility status of all newly hired employees of Impact Solutions through the E-Verify program.
  - B. Impact Solutions is not required to verify the work eligibility status of all newly hired employees of Impact Solutions through the E-Verify program, if the E-Verify program no longer exists.
  - C. Impact Solutions must sign an affidavit affirming that Impact Solutions does not knowingly employ an unauthorized alien.
4. Non-discrimination. In the performance of work under this Statement of Work, it is agreed that Impact Solutions, any of its subcontractors, or any person acting on their behalf shall not, in any manner, discriminate against or intimidate any program participant because of his/her race, religion, color, sex, national origin, ancestry, sexual orientation, gender identity, disability, housing status, or status as a veteran.
5. Independent Contractor. It is understood and agreed that Impact Solutions executes this Statement of Work as an independent contractor, and shall not be considered an employee or agent of Monroe County Government for any purpose. Impact Solutions shall have exclusive control over the means, methods and details of fulfilling its obligations under this Agreement. Impact Solutions shall pay all taxes, withholdings and contributions required by Social Security (FICA) laws, Indiana and federal income tax laws, and Indiana unemployment insurance laws.
6. Indemnity. Impact Solutions assumes all risks and responsibilities for accident, injuries or damages to person(s) or property related to performance pursuant to this Statement of Work, and agrees to indemnify and save harmless Monroe County Government from all claims, costs or suits of whatever nature, including attorneys' fees, related to performance of the Project, except such claims, costs or suits arising out of the negligence of the County Government or its employees.

7. Worker's Compensation. Empact Solutions shall purchase and maintain a policy of Worker's Compensation Insurance as required by the laws of the State of Indiana, and furnish a certificate of such insurance to the Monroe County Board of Commissioners (hereafter "Board") before commencement of work on the project. Failure to provide this certificate may be regarded by the Board as material breach of this Statement of Work, and may result in its cancellation without further cause. It shall be in the Board's sole discretion whether there is a material breach under this paragraph and whether the breach should result in cancellation of this Statement of Work.
8. Liability Insurance. Empact Solutions shall purchase and maintain comprehensive general liability insurance in amounts of at least one (1) million per occurrence, and two (2) million dollars aggregate, and furnish proof of such insurance to the Board before commencement of work on the project. Failure to provide this certificate may be regarded by the Board, in its, sole discretion, as a material breach of this Statement of Work, and may result in its cancellation without further cause. It shall be in the Board's sole discretion whether there is a material breach under this paragraph and whether the breach should result in cancellation of this Statement of Work.
9. Captions. The captions of this Statement of Work are for convenience only, and do not in any way limit or amplify its terms.
10. Governing Law. This Statement of Work shall be governed in accordance with the laws of the State of Indiana. The venue for any litigation resulting from or related to this Statement of Work shall be Monroe County, Indiana.

 Owner  
\_\_\_\_\_  
Impact Solutions NAME  
Impact Solutions Official Name and Title – SIGNATURE

8/25/2020  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Julie Thomas, President, Monroe County Board of Commissioners

\_\_\_\_\_  
Date

ATTEST: \_\_\_\_\_  
Catherine Smith, Monroe County Auditor

8-20-2020



MONROE COUNTY BOARD OF COMMISSIONERS

Date to be heard: September 2, 2020

Item for Formal Meeting? ☒

(Ex: Routine items, continuing grants)

OR

Item for Work Session / Discussion ☐

(Ex: Public interest items, Ordinance changes, new grants and grants that add personnel)

Title of item to appear on the agenda:

*Include VENDOR's Name in title if appropriate*

Ordinance 2020-08 Holland Pines Rezone

*All Grants must complete the following*

Is this a grant request? Yes ☐

New Grant to the County? Yes ☐

Grant Type:

Reimbursement/Drawdown ☐

Up Front Payment ☐

County IS Pass Through ☐

Federal Agency:

Federal Program:

CFDA #

Federal Award Number and Year:

*Or other identifying number*

Pass Through Entity

**Amount Received**

Federal:

State:

Local Match:

Total Received:

**Contracts/Agreements/MOU- Interlocal/Ordinance/Resolution/Grant item:**

Fund Name:

Fund Number

Amount:

Executive Summary:

The request is to rezone one 5.34 +/- acre parcel, located at 4214 S Derby Drive in Perry Township Section 21 (Parcel # 53-08-21-100-089.000-008) from Estate Residential 1 (RE1) to High Density Residential (HR) Zoning District.

Person Presenting: Tammy Behrman

Department: Planning

Attorney who reviewed: David Schilling

*County Legal Review required prior to submission of this form for all contracts*

Submitted by: Tammy Behrman

Date: 8/14/2020

Each agenda request and all necessary documents to the Auditor's Office (Anita Freeman) at: [afreeman@co.monroe.in.us](mailto:afreeman@co.monroe.in.us) AND to the Commissioner's

Office e-mail: [Commissionersoffice@co.monroe.in.us](mailto:Commissionersoffice@co.monroe.in.us)

**ORDINANCE NO. 2020-08**

**Holland Pines Rezone**

An ordinance to amend the Monroe County Zoning Maps which were adopted December 1996.

Whereas, the Board of Commissioners of Monroe County, Indiana, passed a zoning ordinance and adopted zoning maps effective January 1997, which ordinance and maps are incorporated herein; and,

Whereas, the Monroe County Plan Commission, in accordance with all applicable laws, has considered the petition to amend said zoning maps;

Now, therefore, be it ordained by the Board of Commissioners of Monroe County, Indiana, as follows:

**SECTION I.**

The Monroe County Zoning Ordinance is amended to rezone one 5.34 +/- acre parcel, located at 4214 S derby Drive in Perry Township Section 21 (Parcel # 53-08-21-100-089.000-008) from Estate Residential 1 (RE1) to High Density Residential (HR) Zoning District.

**SECTION II.**

The following conditions of approval shall apply to this petition:

1. 15' wide conservancy easement along west and south property lines (designated on plat).
2. Connections – The project will require a connection of the proposed extension of East Holland Drive through the cul-de-sac in Holland Fields Subdivision to the west of the property. The project will also require applicable sidewalk connections.
3. 0.22 acre minimum lot size adjacent to Derby Drive only (NOT 0.14 acre minimum lot size that 'HR' zone allows). This will not apply to the drainage facility only lot.
4. Developers will take reasonable precautions to preserve existing trees. To this end, when infrastructure installation design is complete (utilities, road improvements, and sidewalks) petitioner will identify those trees with an arborist or other qualified person or agency to create a plan to preserve and/or protect those trees through the completion of the development.

**SECTION III.**

This ordinance shall be in full force and effect from and after its passage and adoption by the Board of Commissioners of Monroe County, Indiana.

Passed and adopted by the Board of Commissioners of Monroe County, Indiana, this 2<sup>nd</sup> day of September 2020.

**BOARD OF COMMISSIONERS OF MONROE COUNTY, INDIANA**

"Yes" Votes

"No" Votes

\_\_\_\_\_  
Julie Thomas, President

\_\_\_\_\_  
Julie Thomas, President

\_\_\_\_\_  
Lee Jones, Commissioner

\_\_\_\_\_  
Lee Jones, Commissioner

\_\_\_\_\_  
Penny Githens, Commissioner

\_\_\_\_\_  
Penny Githens, Commissioner

\_\_\_\_\_  
Attest:  
Catherine Smith, Monroe County Auditor

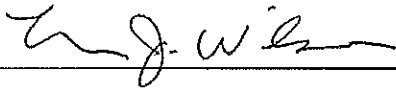
OFFICE OF  
MONROE COUNTY PLAN COMMISSION  
501 N Morton Street, Suite 224  
BLOOMINGTON, IN 47404

TO: THE COMMISSIONERS OF MONROE COUNTY, INDIANA

CERTIFICATION

I, Larry Wilson, hereby certify that during its meeting on February 18, 2020 the Monroe County Plan Commission considered Petition No. 1909-REZ-09 for a rezone (Ordinance No. 2020-08) to the Monroe County Zoning Ordinance and made a positive recommendation to approve thereon, based on the findings, conditions, and Highway Department reports, with a vote of 5-4.

This proposed amendment is being forwarded for your consideration pursuant to I.C. 36-7-4-605(a).



Larry Wilson  
Planning Director

2-21-2020

Date

**MONROE COUNTY PLAN COMMISSION ADMIN SESSION**

February 18, 2020

**PLANNER** Tammy Behrman  
**CASE NUMBER** 1909-REZ-09, Holland Pines Rezone  
-Final Hearing  
**PETITIONER** Charles Layne LLC c/o Bynum Fanyo & Associates  
**ADDRESS** 4214 S Derby DR  
Parcel #: 53-08-21-100-089.000-008  
**REQUEST** Rezone to High Density Residential (HR)  
**ZONE** Estate Residential 1 (RE1)  
**ACRES** 5.34 acres +/-  
**TOWNSHIP** Perry  
**SECTION** 21  
**PLAT:** n/a  
**COMP PLAN**  
**DESIGNATION** MCUA Mixed Residential  
MCUA Phase 2: Neighborhood Development (N2)

**EXHIBITS**

1. **REVISED 2/7/2020** Petitioner Letter (2 pages)
2. Petitioner Development Plan draft (2 pages) and road section
3. Capacity Letter –electric service
4. Capacity Letter –water/sanitary sewer service
5. Capacity Letter –natural gas service
6. Neighborhood meeting letter and report (3 pages from former 1907-PUO-02 petition)
7. Design Layout Proposal for Homes
8. Highway Department Comments
9. Letters from Neighbors from former 1907-PUO-02 petition
10. Design Standards Comparison for RE1, MR, UR, & HR zones and Use Table
11. **Analysis of HR, MR, UR Zone distribution in the County**
12. **Letter from Neighbors submitted 2/10/2020**
13. **Letter from Stephen Farmer**

**RECOMMENDATION**

Staff gives a recommendation of **approval** to the Plan Commission based on findings of fact and subject to the Highway and Drainage Engineer Reports with the following condition:

1. The petitioner agrees to all of the commitments written in the Petitioner Letter (Exhibit 1).

**PLAN REVIEW COMMITTEE**

Two members of the Plan Review Committee met October 10, 2019. With no quorum met there is no recommendation.

**PLAN COMMISSION PRELIMINARY HEARING**

At the November 19, 2019 meeting a motion to forward a negative recommendation to the County Commissioners failed to obtain the five votes necessary and only had a vote of 4-3. Approximately 34 citizens attended the petition presentation and eight of them spoke against the petition citing drainage, traffic and character of the area concerns. Staff reviewed and corrected sidewalk information to demonstrate a walking distance between 0.7 and 0.9 miles to the nearest bus stop as opposed to using the direct distance of 0.5 miles. School distance was also updated.

**TEXT AMMENDMENT UPDATE**

January 15, 2020 text amendment 1909-ZOA-01 was adopted (3-0) under Ordinance 2019-48 to amend Chapter 804 of the Monroe County Zoning Ordinance related to the side setback requirements in the Urban Residential (UR), Medium Density Residential (MR) and High Density Residential (HR) zoning districts to allow for a 0' foot side setback on one lot line if designated on a subdivision plat.



## SUMMARY

The petition site is 5.34 +/- acres zoned Estate Residential (RE1) allowing for one residence per 1 acre. The petitioner proposes a rezone to High Density Residential (HR) for a residential development with a density allowing for seven residences per acre. As proposed with commitments the density would be closer to 4.2 residences per acre (Exhibit 1 & 2). Should the rezone to HR be approved the petitioner would then be required to file a Preliminary Plat for review by the Plan Commission.

**High Density Residential (HR) District.** The character of the High Density Residential (HR) District is defined as that which is primarily intended for residential development in areas in urban service areas, where public sewer service is currently available. Its purposes are: to encourage the development of smaller-sized residential lots in areas where public services exist to service them efficiently; to discourage the development of nonresidential uses; to protect the environmentally sensitive areas, including floodplain, watersheds, karst, and steep slopes; and to maintain the character of the surrounding neighborhood. Therefore, the number of uses permitted in the HR District is limited. Some uses are conditionally permitted. The conditions placed on these uses are to insure their compatibility with the residential uses. The development of new activities proximate to known mineral resource deposits or extraction operations may be buffered by distance.

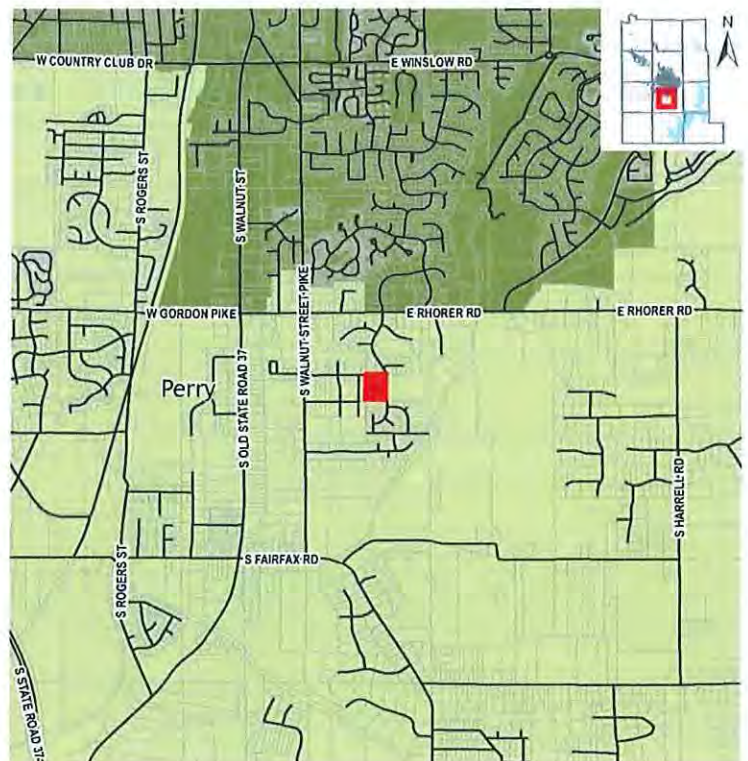
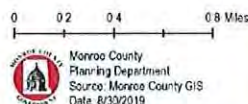
The petitioner had previously proposed a rezone to a Planned Unit Development (PUD) under an Outline Plan #1907-PUO-02 that laid out a plan that closely resembling the HR zone district design standards with the allowance of a 0' side yard setback to accommodate single family residential with a shared wall. Staff proposed Text Amendment 1909-ZOA-01 to allow for a design standard in our ordinance to allow for a 0' setback to accommodate a townhome design where two single family residences share a structural wall. It was adopted January 15, 2020.

## LOCATION MAP

The petition site is located south of the City of Bloomington, with frontage along S Derby Drive in Perry Township in Section 21 at 4214 S Derby DR parcel # 53-08-21-100-089.000-008.

### Location Map

- Petitioner
- Roads
- Civil (Political) Townships
- Incorporated Areas
- Parcels



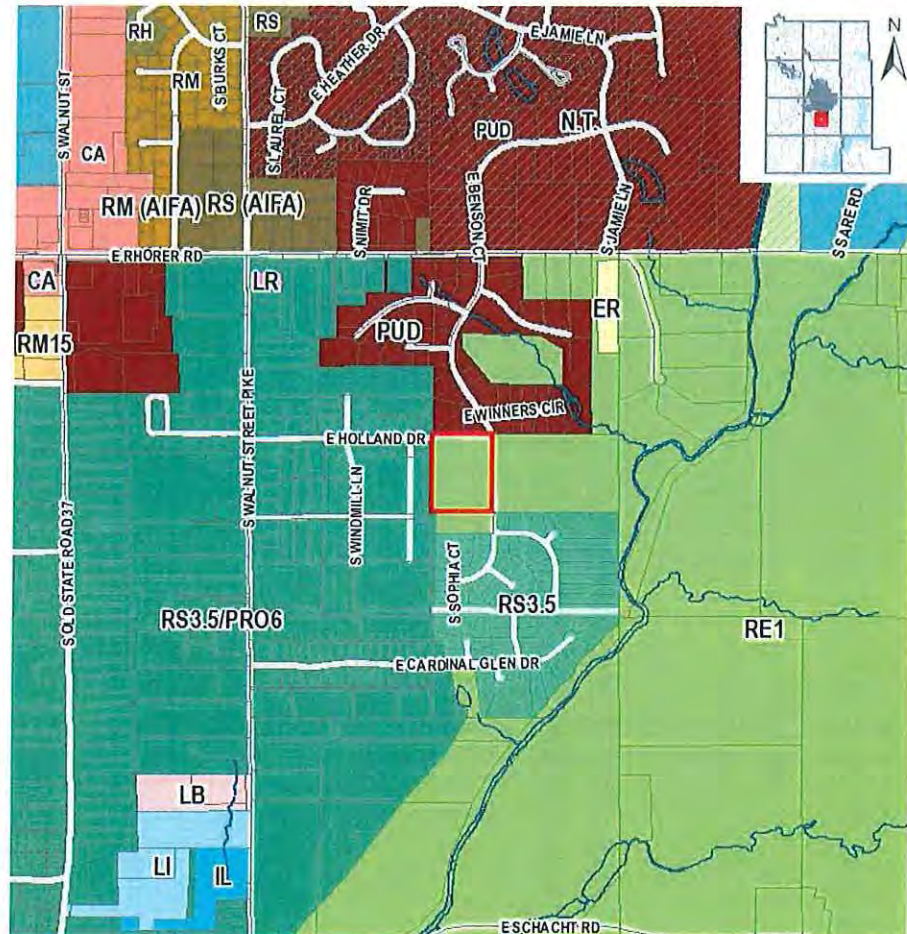
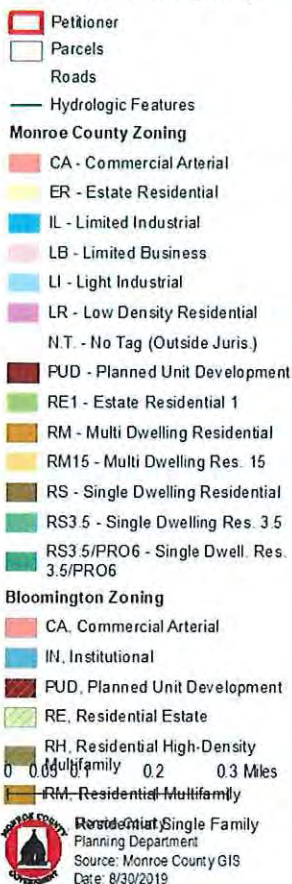


## ZONING / USE / DENSITY

The petition site is zoned Estate Residential (RE1). The adjoining parcels to the east and south are also zoned RE1. The parcels to the north are zoned PUD. To the west is Single Family Dwelling 3.5 (RS3.5/PRO6)

The current use for the petitioner's 5.34 acre lot is single family residential and contains one residence. All of the surrounding uses with a quarter mile radius are single family residential.

### Current Zoning Map



Below is a Table depicting the surrounding subdivision lot size minimum and maximum in acres. This can give a sense of the density in the area. The proposed lot size for the Holland Pines Rezone petition is also depicted at the bottom in green for comparison. The average proposed lot size using conditions is approximately 0.18 acres.

Subdivision (location)	Minimum Lot Size	Maximum Lot Size
Bridlewood Phase 1 (north)	0.26 acres	0.62 acres
Holland Fields Phase 1 (west)	0.22 acres	0.36 acres
Sutton Place PH 1 (south)	0.22 acres	0.24 acres
Sutton Place PH 2 (southeast)	0.22 acres	0.83 acres
Cardinal Glen PH 1 (far southwest)	0.22 acres	0.26 acres
Cardinal Glen PH 2 (far Southeast)	0.22 acres	0.73 acres
Holland Pines	0.14 acres / 0.22 acres	0.32 acres



### SITE CONDITIONS

The petition site is currently occupied by a 1,400 sf residence built in 1968, a pole barn (ca. 2008) and detached garage (ca. 1978). Much of the 5.34 acre parcel either in woods or a meadow. There are large, mature pine trees along north, east and south property line and a younger well established walnut grove to the west. The property maintains frontage along S Derby Drive, a designated local road that has curb and gutter already in place. Holland Drive stubs into the property in the northwest corner. There are no known karst on the property. The property has access to sewer and water lines. The site drains to Jackson Creek FEMA Floodplain located about 0.2 miles to the east. All slopes are under fifteen percent. **The property is within 0.7 to 0.9 miles of grocery store and bus stop. The nearest elementary school is 1.88 miles and middle school is 0.9 miles from the petition site.**

### Site Conditions Map

-  Petitioner
-  Sanitary Pipe
-  Water Pipe
-  Local Roads [50']
-  Parcels

0 45 90 180 270 360 Feet



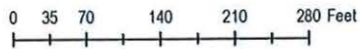
Monroe County  
Planning Department  
Source: Monroe County GIS  
Date: 8/30/2019



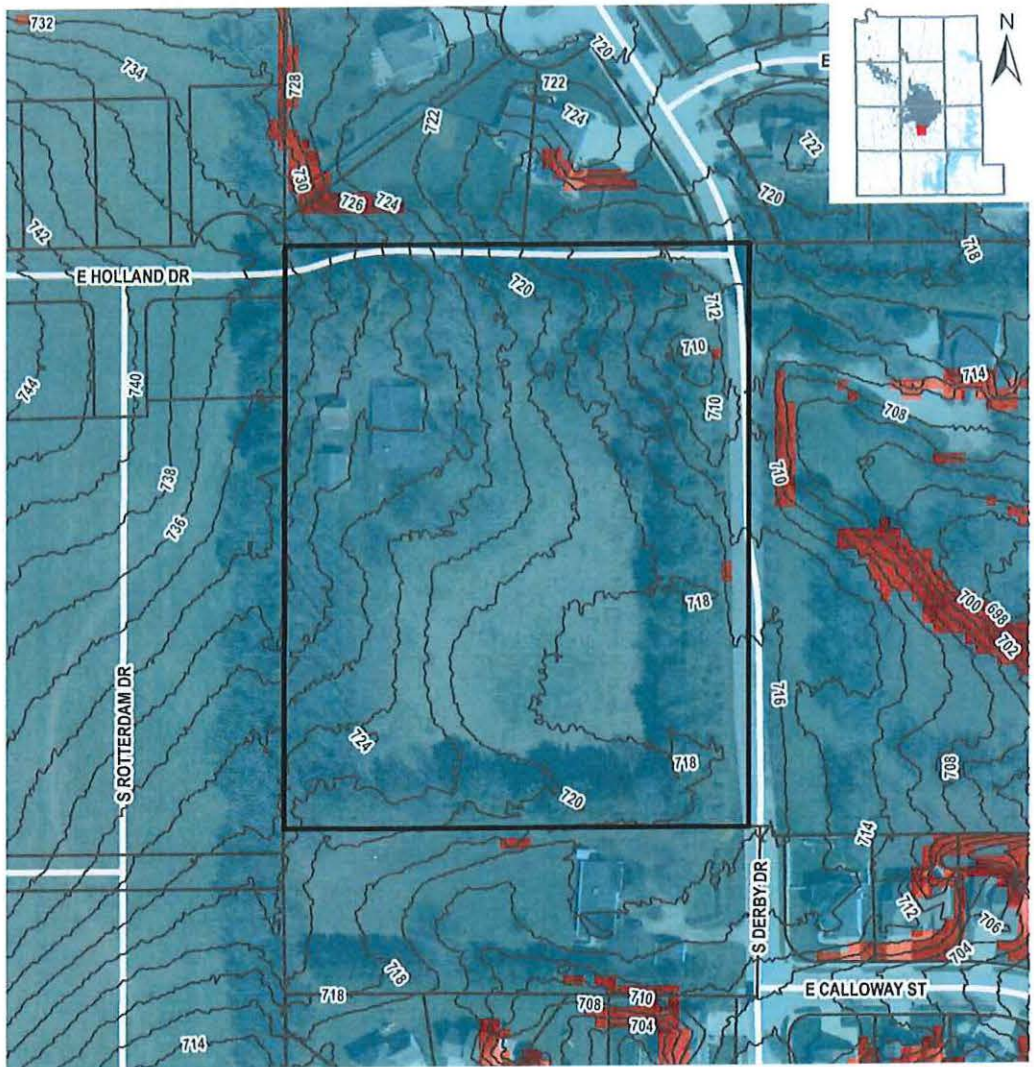


# Slope Map

-  Petitioner
-  Parcels
-  2-Foot Contours
-  Roads
- Percent Slope (2010)**
-  0 - 15
-  > 15



Monroe County  
Planning Department  
Source: Monroe County GIS  
Date: 8/30/2019





## SITE PICTURES



Figure 1. Facing north; view of frontage along S Derby Drive. Petition site is on the left and has mature pines adjacent to the road and a overhead powerline running along the property.



Figure 2. Facing west; petition site is on the left and S Derby DR is in the foreground. The driveway access runs along the northern property line as well as overhead powerlines. There are several utility easements within this area. This is intended to be the E Holland Dr connector street.





Figure 3. Facing south; view of existing 1968 built home and yard.



Figure 4. Facing southeast; view petitioner's yard showing mowed area near the house, meadow with much pollinator habitat and the mature pines that border the eastern property line along the road.





Figure 5. Facing south: view of the western property line that contains a well-established walnut grove.



Figure 6. Facing east along the northern property line. Driveway and utility lines are visible. The adjacent neighbor has many mature trees and a privacy fence along the property line.





Figure 7. Facing west: view of the northwest corner of the petition site where E Holland Drive is proposed to extend.



Figure 8. Holland Fields Subdivision Phase 1 where E Holland Drive currently ends in a cul-de-sac. Four foot sidewalks are proposed for the undeveloped lot on the right.





Figure 9. View of the newly built E Holland Drive and the eight foot sidepath that was approved along the northern side of the road. The petition site is in the background by the tree line.



Figure 10. Pictometry view facing north. Holland Fields to the west is not yet built out in the image from 2017.



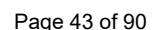
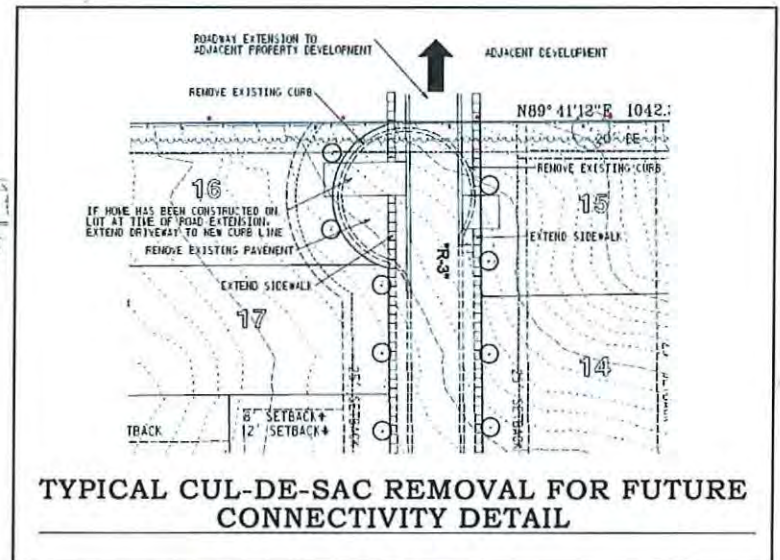


Figure 11. Pictometry view facing SOUTH. Several sidewalks are visible in this image that will connect to the petition site if developed. Holland Fields Phase 1 is on the right and undeveloped in this 2017 image.



The site has access to CBU water and sanitary sewer services as well as gas and electric (Exhibits [4](#), [5](#), [6](#)). Stormwater infrastructure exists on the stub for Holland Drive and along S Derby DR as evident in a few staff photos above.

Cross Sections for the proposed roads are shown in [Exhibit 3](#). Staff would like for the proposed E Holland Drive to align with the existing cross section found in E Holland DR. The cul-de-sac design found in the approved construction plans for the Holland Fields Subdivision should be incorporated when the connection is made. See the images below for the connectivity design. The eight foot side path should be utilized rather than the 4' sidewalk design (green). Sidewalks will be connected into the existing developed neighborhood as described in the Outline Plan.



## **COMPREHENSIVE PLAN DISCUSSION**

The petition site is located in the **Mixed Residential** district in the Monroe County Urbanizing Area Plan portion of the Monroe County Comprehensive Plan. The immediate surroundings are also Mixed Residential.

### **MONROE COUNTY URBANIZING AREA PLAN PHASE I: Mixed Residential**

**The Comprehensive Plan describes Mixed Residential as follows:**

*Mixed residential neighborhoods accommodate a wide array of both single-family and attached housing types, integrated into a cohesive neighborhood. They may also include neighborhood commercial uses as a local amenity.*

These neighborhoods are intended to serve growing market demand for new housing choices among the full spectrum of demographic groups. Residential buildings should be compatible in height and overall scale, but with varied architectural character. These neighborhoods are often located immediately adjacent to mixed-Use districts, providing a residential base to support nearby commercial activity within a walkable or transit-accessible distance.

#### **A. Transportation Streets**

Streets in mixed residential neighborhoods should be designed at a pedestrian scale. Like mixed-Use districts, the street system should be interconnected to form a block pattern, although it is not necessary to be an exact grid. An emphasis on multiple interconnected streets which also includes alley access for services and parking, will minimize the need for collector streets, which are common in more conventional Suburban residential neighborhoods. Cul-de-sacs and dead-ends are not appropriate for this development type. Unlike typical Suburban residential subdivisions, mixed residential development is intended to be designed as walkable neighborhoods. Most residents will likely own cars, but neighborhood design should de-emphasize the automobile.

#### **Bike, pedestrian, and Transit modes**

Streets should have sidewalks on both sides, with tree lawns of sufficient width to support large shade trees. Arterial streets leading to or through these neighborhoods may be lined with multi-use paths. Neighborhood streets should be designed in a manner that allows for safe and comfortable bicycle travel without the need for separate on-street bicycle facilities such as bike lanes. As with mixed-Use districts, primary streets in mixed residential neighborhoods should be designed to accommodate transit.

#### **B. Utilities**

##### **Sewer and water**

The majority of mixed residential areas designated in the land Use Plan are located within existing sewer service areas. Preliminary analysis indicates that most of these areas have sufficient capacity for additional development. Detailed capacity analyses will be necessary with individual development proposals to ensure existing infrastructure can accommodate new residential units and that agreements for extension for residential growth are in place.

##### **Power**

Overhead utility lines should be buried to eliminate visual clutter of public streetscapes and to minimize system disturbance from major storm events.

##### **Communications**

Communications needs will vary within mixed residential neighborhoods, but upgrades to infrastructure should be considered for future development sites. Creating a standard for development of communications corridors should be considered to maintain uniform and adequate capacity.

#### **C. Open space**

### **Park Types**

Pocket parks, greens, squares, commons, neighborhood parks and greenways are all appropriate for mixed residential neighborhoods. Parks should be provided within a walkable distance (one-eighth to one-quarter mile) of all residential units, and should serve as an organizing element around which the neighborhood is designed.

### **Urban Agriculture**

Community gardens should be encouraged within mixed residential neighborhoods. These may be designed as significant focal points and gathering spaces within larger neighborhood parks, or as dedicated plots of land solely used for community food production.

## **D. Public Realm Enhancements**

### **Lighting**

Lighting needs will vary by street type and width but safety, visibility and security are important. Lighting for neighborhood streets should be of a pedestrian scale (16 to 18 feet in height).

### **Street/Site furnishings**

Public benches and seating areas are most appropriately located within neighborhood parks and open spaces, but may be also be located along sidewalks. Bicycle parking racks may be provided within the tree lawn/ landscape zone at periodic intervals.

## **E. Development Guidelines**

### **Open Space**

Approximately 200 square feet of publicly accessible open space per dwelling unit. Emphasis should be placed on creating well-designed and appropriately proportioned open spaces that encourage regular use and activity by area residents.

### **Parking Ratios**

Single-family lots will typically provide 1 to 2 spaces in a garage and/or driveway. Parking for multi-family buildings should be provided generally at 1 to 1.75 spaces per unit, depending on unit type/number of beds. On-street parking should be permitted to contribute to required parking minimums as a means to reduce surface parking and calm traffic on residential streets.

### **Site design**

Front setbacks should range from 10 to 20 feet, with porches, lawns or landscape gardens between the sidewalk and building face. Buildings should frame the street, with modest side setbacks (5 to 8 feet), creating a relatively continuous building edge. Garages and parking areas should be located to the rear of buildings, accessed from a rear lane or alley. If garages are front-loaded, they should be set back from the building face. Neighborhoods should be designed with compatible mixtures of buildings and unit types, rather than individual subareas catering to individual market segments.

### **Building form**

Neighborhoods should be designed with architectural diversity in terms of building scale, form, and style. Particular architectural themes or vernaculars may be appropriate, but themes should not be overly emphasized to the point of creating monotonous or contrived streetscapes. Well-designed neighborhoods should feel as though they have evolved organically over time.

### **Materials**






High quality materials, such as brick, stone, wood, and cementitious fiber should be encouraged. Vinyl and exterior insulated finishing Systems (EIFS) may be appropriate as secondary materials, particularly to maintain affordability, but special attention should be paid to material specifications and installation methods to ensure durability and aesthetic quality.

### **Private Signs**

Mixed residential neighborhoods should not feel like a typical tract subdivision. It may be appropriate for neighborhoods to include gateway features and signs, but these should be used sparingly and in strategic locations, rather than for individually platted subareas.








## Comprehensive Plan

-  Petitioner
-  Townships
-  Monroe Co. Urbanizing Area (MCUA)
-  Parcels
-  Roads

### Comp. Plan Land Use (Updated 2015)

-  MCUA Conservation Residential
-  MCUA Mixed Residential
-  MCUA Mixed Use
-  MCUA Open Space

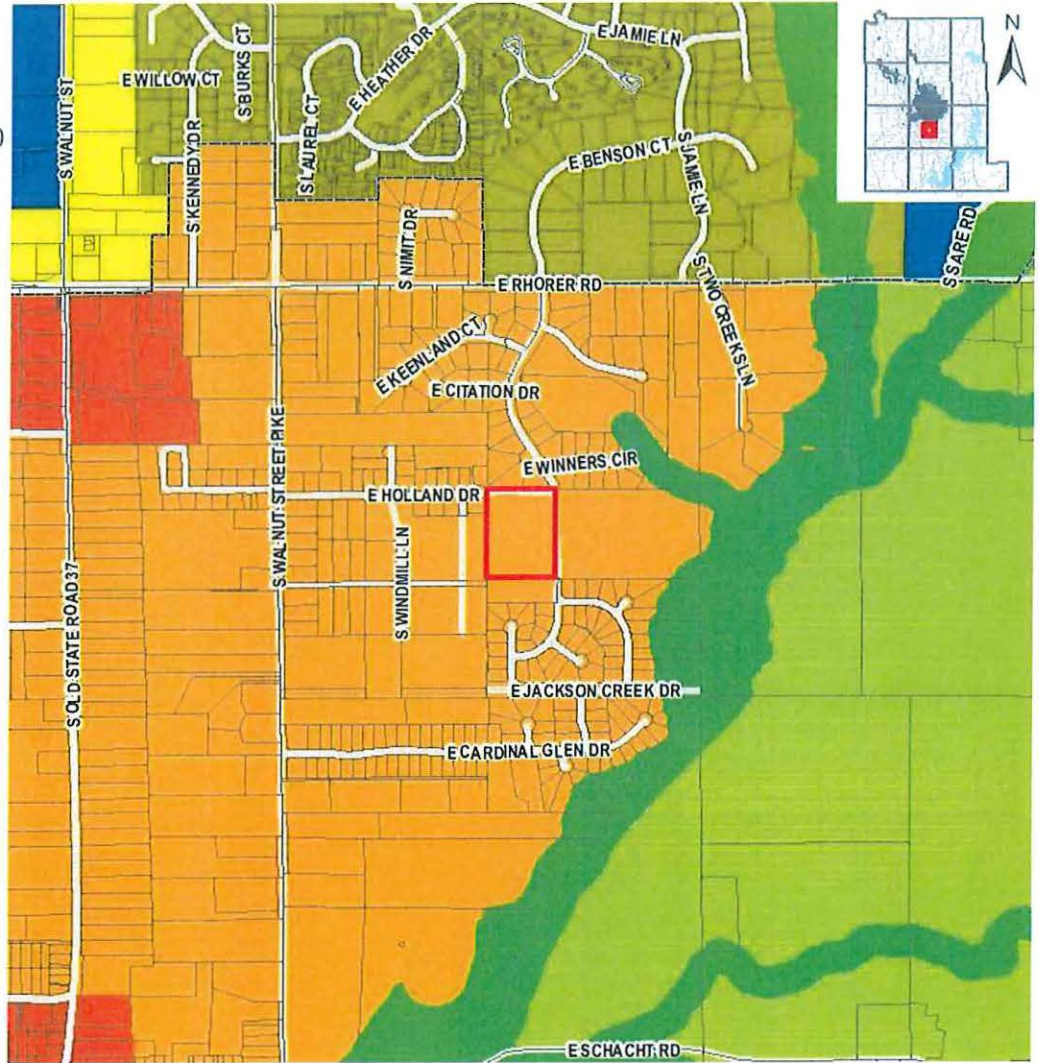
### Bloomington Growth Policies Plan

-  Community Activity Center
-  Employment Center
-  Parks/Open Space
-  Public/ Semi-Public/ Institutional
-  Urban Residential

0 0.075 0.15 0.3 Miles



Monroe County  
Planning Department  
Source: Monroe County GIS  
Date: 8/30/2019



## MONROE COUNTY URBANIZING AREA PLAN PHASE II: N2 Neighborhood Development

### N2 NEIGHBORHOOD DEVELOPMENT

This district includes several existing residential subdivisions with primarily single-family lots, and is intended to provide a greater opportunity for diverse housing types and densities. Mixed use nodes may be appropriate at key locations within this larger district, consistent with the recommendations of the Mixed Residential land use type designated in the Urbanizing Area Plan.

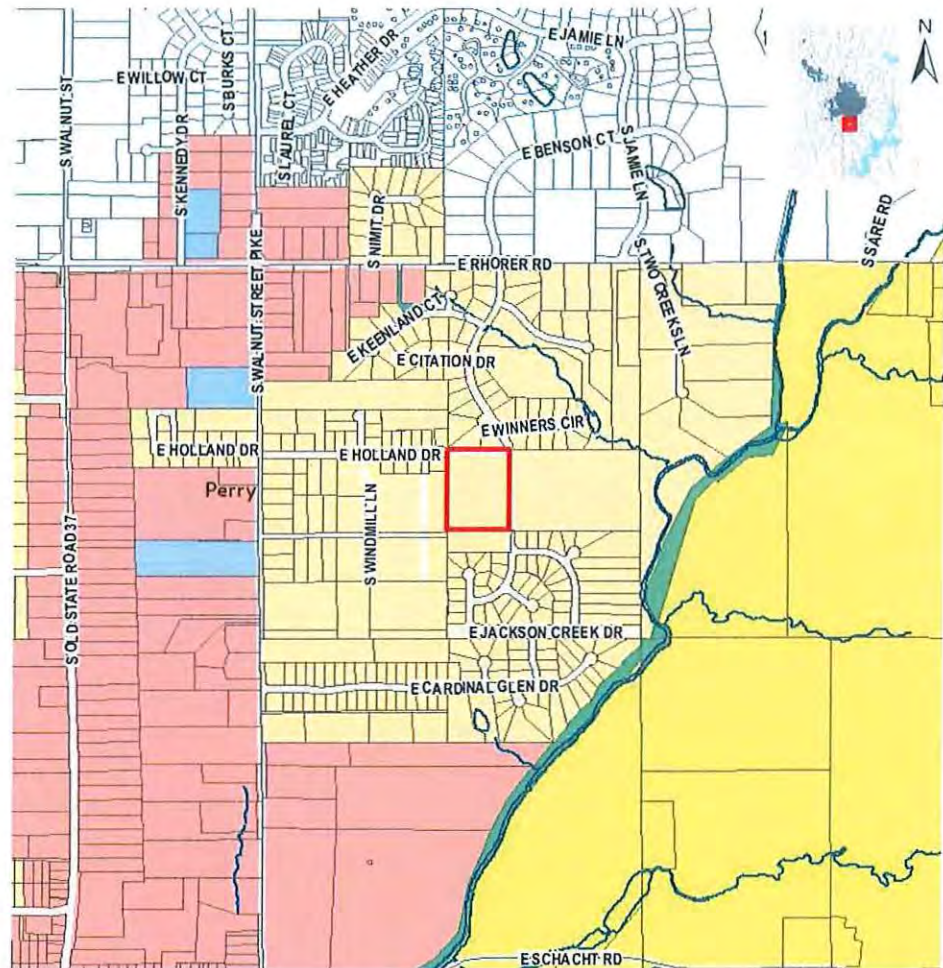
#### Proposed Zoning Map (2016)

-  Petitioner
-  Parcels
-  Roads
-  Hydrologic Features
- Proposed Zoning**
-  G2 - Gateway South
-  N2 - Neighborhood Development
-  N3 - Conservation Development
-  OS - Open Space
-  CV - Civic

0 0.05 0.1 0.2 0.3 Miles



Monroe County  
Planning Department  
Source: Monroe County GIS  
Date: 8/30/2019



## **PUD REVIEW CONSIDERATIONS**

According to Section 831-3. Standards for Amendments of the Zoning Ordinance: In preparing and considering proposals to amend the text or maps of this Zoning Ordinance, the Plat Committee shall pay reasonable regard to:

### **(A) The Comprehensive Plan;**

#### **Findings:**

- The Comprehensive Plan designates the site and much of the surrounding area as MCUA Mixed Residential;
- The site is currently has one single family home and residential assessor structures;
- In Mixed Residential areas, the land use category is intended to provide new housing choices to all demographics in order to serve growing market demand for housing. Neighborhoods in these areas are often located immediately adjacent to Mixed-Use districts, providing a residential base to support nearby commercial activity within a walkable or transit-accessible distance.
- MCUA Phase II proposed zoning designates this lot as Neighborhood Development (N2), which says, "This district includes several existing residential subdivisions with primarily single-family lots, and is intended to provide a greater opportunity for diverse housing types and densities";
- N2 states the area is for, *"primarily single-family lots, and is intended to provide a greater opportunity for diverse housing types and densities;"*
- The property is currently zoned Estate Residential 1 (RE1) that allows for 1 acre lots size;

### **(B) Current conditions and the character of current structures and uses in each district;**

#### **Findings:**

- The site is currently zoned Estate Residential 1 (RE1);
- The lot is currently occupied by one single family residence including a meadow and forested area;
- The immediately adjoining uses are currently residential or vacant;
- The site drains to the east;
- The site has frontage on S Derby Drive (Local) and the newly created terminus of E Holland Drive (currently private);
- No karst or floodplain is found on the petition parcel;

### **(C) The most desirable use for which the land in each district is adapted;**

#### **Findings:**

- Capacity letters for water, electric and sewer have been provided for the increased density proposal;
- The petition site is surrounded by single family residential use;
- There are adjacent sidewalks in the area;
- There is a bus stop within a mile of the petition site;

### **(D) The conservation of property values throughout the jurisdiction; and**

#### **Findings:**

- Values may vary significantly dependent upon future planning and zoning in the area;
- See Findings under (A);

**(E) Responsible development and growth.**

**Findings:**

- If the rezone were to be approved, the developer would need to file a preliminary plat to subdivide into the 0.14 acre lots for full review by the staff and the Plan Commission;
- The petitioner intends to create approximately twenty-four 22 single family lots on this site that is currently one single family residence;
- The site has frontage on S Derby Drive (Local) and the newly created terminus of E Holland Drive (currently private);
- The proposed density is seven homes per lot or 0.14 acre lots size;
- The proposed density if proposed commitments are accepted is 4.2 units per lot;
- Stormwater detention will be reviewed more during the preliminary plat petition;
- See Findings under (A) through (D);





BYNUM FANYO & ASSOCIATES, INC.

ARCHITECTURE  
CIVIL ENGINEERING  
PLANNING

September 26, 2019 REVISED January 24, 2020

Monroe County Planning Department  
And Monroe County Plan Commission  
501 N. Morton Street, Suite 224  
Bloomington, Indiana 47404

SUBJECT: Holland Pines Major Subdivision  
Holland Pines Re-Zone

Monroe County Plan Commission or To Whom It May Concern:

On behalf of Charles Layne, LLC, Bynum Fanyo & Associates, Inc. would like to request approval of a re-zone and Major Subdivision. This re-zone would affect the lot addressed as 4214 South Derby Drive in Bloomington, Indiana 47401, located at the southwest corner of the intersection of South Derby Drive and East Holland Drive. This lot contains 5.34 acres and is in the SE quarter of section 21, T8N, R1W, Perry township.

The rezone that is being sought at this property is attached with a plan of the proposed subdivision layout. This rezone is designed to adhere to the rules and regulations of the current zoning standards in the Monroe County, IN zoning ordinance of 'HR' (High Density Residential). However, this is a unique subdivision that requires other commitments to the design and development that fit the existing neighborhood and provide connectivity to the current streets and sidewalks in place. Here are the commitments for this proposed subdivision:

1. 15' wide conservancy easement along west and south property line (designated on plat).
2. Connections - The project will require a connection of the proposed extension of East Holland Drive to the cul-de-sac in Holland Fields Subdivision to the west of the property. The project will also require applicable sidewalk connections.
3. 0.22 acre minimum lot size adjacent to Derby Drive only (NOT 0.14 acre minimum lot size that 'HR' zone allows). This will not apply to the drainage facility only lot.

528 NORTH WALNUT STREET  
812-332-8030

BLOOMINGTON, INDIANA 47404  
FAX 812-339-2990

**EXHIBIT 1: Petitioner Letter page 2/2**

We believe the attached plan and layout achieves these additional commitments above the 'HR' zoning standards.

Also, on behalf of Charles Layne, LLC, Bynum Fanyo & Associates, Inc. would like to request the Plan Commission waive the need for a 2<sup>nd</sup> hearing and make a determination for a recommendation to the Monroe County Commissioners after the 1<sup>st</sup> hearing.

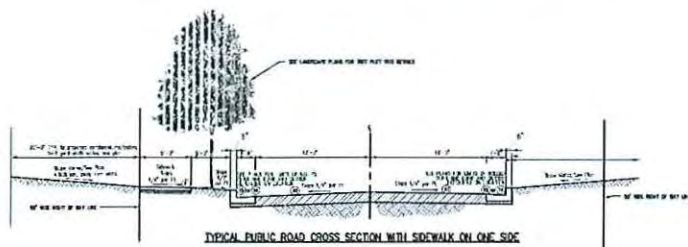
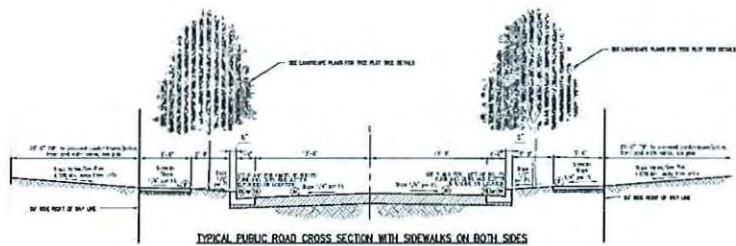
Please let us know if you have any questions or concerns for this proposed Rezone and Major Subdivision on this parcel of land.

Sincerely,

Bynum Fanyo & Associates, Inc.  
Daniel Butler, P.E., Project Engineer

Copy: BFA File #401925

# **EXHIBIT 2: Petitioner Development Plan draft \*UPDATED WITH COMMITMENTS**



**EXHIBIT 3: Letter of Capacity for Electric**



Duke Energy  
1100 West Second Street  
Bloomington, IN 47403

June 19, 2019

Dishman Enterprise Inc.  
PO 36, Clear Creek, IN 47426

To Whom it may concern,

We are pleased to learn of your proposed project, Hosteller Pines, at 4214 Derby Dr.

Duke Energy will provide electric service within Duke Energy's service area boundaries, as prescribed by the tariffs on file with the Indiana Utility Regulatory Commission. Duke Energy will extend electric lines for your development at no cost, so long as the estimated cost to serve does not exceed the estimated revenues generated by your project.

Please call 1-800-774-0246 to set up an Engineering appointment for one of our representatives to meet with you on site.

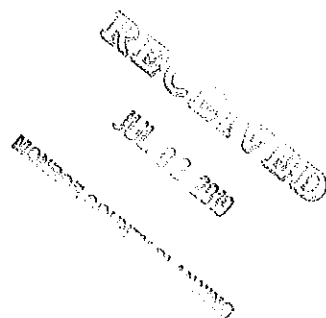
If I can be of further assistance, please call me at 812-332-1671.

Sincerely,

Seth A. Ferguson  
Engineering Technologist II

cc: Nancy Ashlock

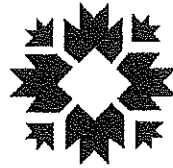
A handwritten signature in black ink, appearing to read 'Seth A. Ferguson'.



[www.duke-energy.com](http://www.duke-energy.com)



**EXHIBIT 4: Letter of Capacity for Water / Sewer Service**



**CITY OF BLOOMINGTON UTILITIES**  
Engineering Department

June 13, 2019

**RE: 4214 S Derby Drive  
Bloomington, IN  
47401**

To whom it may concern:

In response to your request concerning the availability of Sanitary Sewer and Water Service to the above referenced location, please be advised that we will be able to provide service to you under our approved terms and conditions of service.

Should you need further information, feel free to contact me at (812) 349-3625.

Sincerely,

A handwritten signature in black ink, appearing to read "G. Nettleton", is written over a faint, circular official stamp.

Greg Nettleton  
Senior Project Coordinator  
City of Bloomington Utilities  
(812)349-3625

RECEIVED  
JUN 13 2019  
MONITORING PLANNING

**EXHIBIT 5: Letter of Capacity for Gas Service**



6/25/2019

Kerry Dishman  
Dishman Construction LLC

Re: 4214 S. Derby Dr.  
Bloomington, IN

Dear Kerry:

Please be advised that the proposed development, 4214 S. Derby Dr. in Bloomington, IN. is located within the gas service territory of Vectren Energy Delivery of Indiana, Inc. ("Vectren").

The preliminary discussion regarding the above referenced project has determined that Vectren has the capacity and facilities to provide adequate service to this proposed property; subject to our standard policies and procedures. Under Vectren's Terms and Conditions Applicable to Gas Service, Vectren shall locate the point to which the service connection will be made, and subject to other provisions of Vectren's Terms and Conditions, shall furnish, install and maintain all piping up to and including the meter set.

Once a new service request has been received, Vectren's engineering department will commence the design and engineering work necessary to extend service to the proposed site and will provide cost estimates to you. Vectren looks forward to working with you to finalize a mutually acceptable proposal for the provision of gas service in Bloomington, IN.

Sincerely,

Kim Kelly  
Lead Account Manager  
Vectren A CenterPoint Energy Company  
317-736-2915

RECEIVED  
JUL 11 2019  
BLOOMINGTON, IN

**EXHIBIT 6: Neighborhood meeting letter and report Page 1/3**



**BYNUM FANYO & ASSOCIATES, INC.**

ARCHITECTURE  
CIVIL ENGINEERING  
PLANNING

August 15, 2019

Monroe County Planning Department  
and Monroe County Plan Commission  
501 N. Morton Street, Suite 224  
Bloomington, Indiana 47404

**SUBJECT: Holland Pines Major Subdivision  
Holland Pines Outline Plan**

Monroe County Plan Commission or To Whom It May Concern:

This letter serves as a synopsis of the neighborhood meeting that was held last on August 13, 2019 at 6:00pm at the Monroe County Convention Center here in Bloomington. We have attached the neighbors that were invited via a letter in the mail and the sign-in sheet of those who came to the meeting.

The meeting started with a short presentation that included the following order and notes:

1. The proposal – 25 lots that include 24 paired homes/condominiums. Dedicated ROW for extension of East Holland Drive and South Holland Pines Drive.
2. Traffic implications:
  - a. Extension of East Holland Drive to South Derby Drive
  - b. 3 to 6 driveways connecting to South Derby Drive plus South Holland Pines Drive connection to South Derby Drive
  - c. Very low amount of traffic generated with this development. Traffic would have opportunity to go onto South Derby Drive or East Holland Drive.
3. Preservation of existing features on-site
  - a. 10' existing vegetation buffer along south and west property lines to be preserved
  - b. At a minimum conserve 20 trees at 12" or less at larger diameters.
  - c. Many pines along South Derby Drive should come down with the development
  - d. 25% green space minimum on-site
4. Sidewalk connections
  - a. Connection to existing sidewalk along South Derby Drive north of site.
  - b. Connection to existing sidewalk along East Holland Road west of site.
  - c. No all-purpose path connection along East Holland Drive being proposed.
5. Phasing of development
  - a. All infrastructure under 1 phase with exception of sidewalks along each lot length and surface coat of asphalt.
  - b. Paired Condominiums will be constructed as market demands.
6. Stormwater runoff
  - a. Introducing 3 stormwater detention facilities on-site

528 NORTH WALNUT STREET  
812-332-8030

BLOOMINGTON, INDIANA 47404  
FAX 812-339-2990

**EXHIBIT 6: Neighborhood meeting letter and report Page 2/3**

- b. Current low spot in South Derby Drive in front of site. Possible current flooding issues in South Derby Drive.
- c. Extension of East Holland Drive and South Holland Pines Drive to contain adequate stormwater inlets to be directed to ponds introduced.

There was then different questions and concerns brought up from neighbors:

1. HOA to be introduced with this project for just this new subdivision?  
Response: Yes. There is currently no HOA for neighborhood along South Derby Drive.
2. Could there be a way to flip driveways or reduce number of driveways that connect to South Derby Drive?  
Response: Yes. Maybe have side loaded garages with the driveways on the very south and north sides of the units adjacent to South Derby Drive connect to East Holland Drive and South Holland Pines Drive instead. Maybe bring center garages from paired condominiums adjacent to South Derby Drive together for one connection to South Derby Drive. Also, connections to South Derby Drive will act as traffic calming for through traffic on South Derby Drive.
3. Could there be a three way stop sign placed at the new intersection of Southern Derby Drive and East Holland Drive?  
Response: That would be a decision for the Monroe County Highway Engineer.
4. Additional concern for current stormwater runoff that travels south and east of our property.  
Response: We will be reducing runoff rates from current conditions to the south and east. We will be calculating amount of off-site runoff along with our development to detain appropriate run-off rates.
5. Will this development reduce property values around it?  
Response: This development will have a similar price per square foot as the surrounding homes even though the overall prices for each home will be \$300,000-\$350,000. This should not diminish current values around the development. However, we encouraged neighbors to discuss with experts or real estate agents that could verify this statement for this area.
6. HOA to be introduced will be taking care of what in the new subdivision?  
Response: We have drafted a CCR document that will govern the HOA. This is available for review for anyone who would like.
7. Will construction traffic be coming and going from East Holland Drive or South Derby Drive?  
Response: We will plan on showing the construction entrance on the plans from East Holland Drive. However, this will be a decision by the Monroe County Public Works Department.
8. Snow removal is not occurring on South Derby Drive.  
Response: We will note this but encourage neighbors to let the Monroe County Highway Department know this.
9. Could there be extra trees and vegetation shielding the view from South Derby Drive from the paired condominiums adjacent to South Derby Drive?  
Response: We are trying to save some existing trees along South Derby Drive and will have street trees along South Derby Drive introduced. Otherwise, we believe these structures will not contain eye sore architecture. These will only enhance the views along South Derby Drive.
10. Could there be no all-purpose path constructed along the north side of the new extension of East Holland Drive?  
Response: We are not proposing this now especially because we are connecting the sidewalk from East Holland Drive on the south side of the road extension. Also, because there is



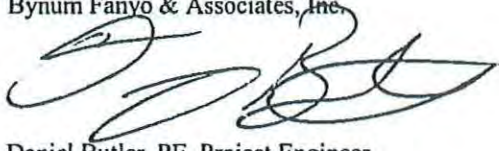
EXHIBIT 6: Neighborhood meeting letter and report Page 3/3

no all-purpose path along South Derby Drive currently, so this may be an option to leave this out.

11. Could there be a no rental clause in the CCRs for the new subdivision HOA?

Response: We will consider having something official in the CCR document even though there is no desire for these to be rented once owned. The desire is for each lot to be owner occupied from the outset and in perpetuity.

Sincerely,  
Bynum Fanyo & Associates, Inc.



Daniel Butler, PE, Project Engineer

## Hostetler Pines Subdivision

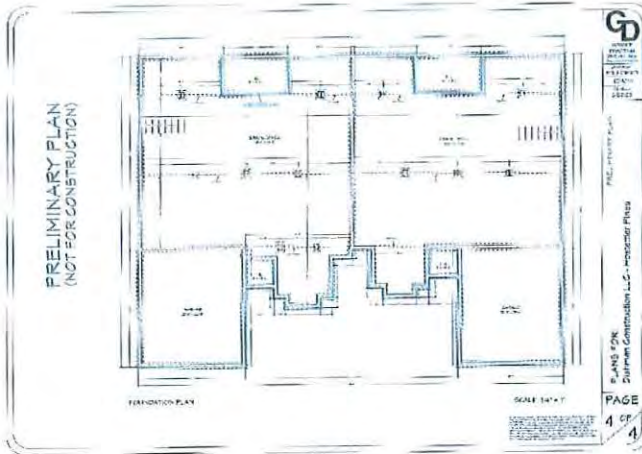
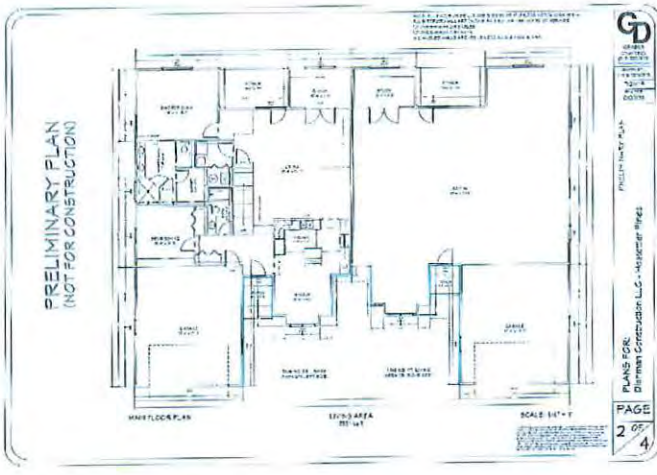
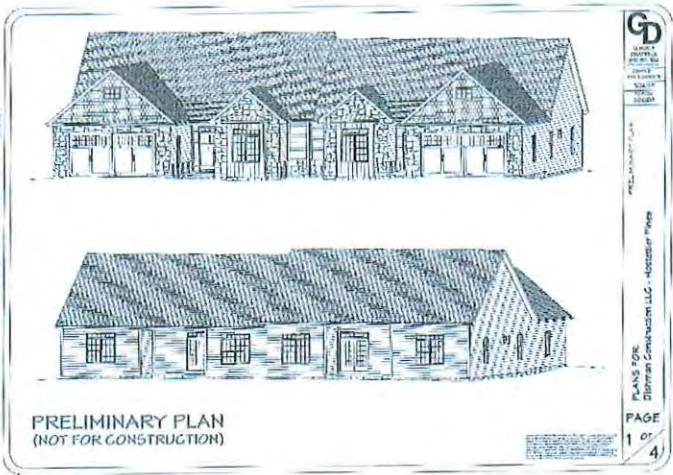
### Neighborhood Meeting Sign-In – 08/13/19

#### Name and Address please

1. *Levy & Jeanne* 1119 E Calloway St
2. *Carolyn McCart* 4184 S. Derby Dr.
3. *Wade & Mary* 4415 S. Derby Dr.
4. *Adam Chester* 4431 S Corberry Ct.
5. *Nichelle McCart* Derby Drive
6. *Paula Chapman* 4166 S. Derby Drive
7. *Steve & Pat Farmer* 4215 S Derby Dr
8. *Don Rodda* 1120 E Keenland
9. *Sylvia Kovacs* 4169 S Derby Dr
10. *HEIDI REITER* 4001 S. MANDARIN CT.
11. *MIKE PASKASH* 4440 S. SOPHIA CT.
12. *Angela Mullen* 1162 E Citation
13. *Patrice Madura Ward-Stemman* 1159 E Winners Cir
- 14.
- 15.

EXHIBIT 7: Design Layout Proposal for Homes

www.graberdrafting.com





## EXHIBIT 8: Highway Department Comments

---

**From:** Paul Satterly  
**Sent:** Monday, August 12, 2019 4:24 PM  
**To:** Tammy Behrman  
**Subject:** RE: Hostettler Pines PUD 1907-PUO-02

Tammy,

With 24 units and 10 trips per unit, total traffic generated by this development would be about 240 vehicle per day.

For the peak hour in the morning and evening, there would be approximately 24 vehicles per hour generated by the development.

24 vehicles per hour equates to about one vehicle every 2.5 minutes which is not very significant. This development will have little to no impact on the traffic in the existing subdivisions along Derby Drive.

The connection to Holland Drive will allow motorists right turn access to northbound Walnut Street Pike instead of having to turn left onto Rhorer Road from Derby Drive to get to northbound Walnut Street Pike. The right turn at Walnut Street Pike will be safer and easier than the left turn at Rhorer Road from Derby Drive.

Paul

Paul B. Satterly, P.E.  
Highway Engineer  
Monroe County Highway Department

---

**From:** Paul Satterly  
**Sent:** Friday, August 9, 2019 10:15 AM  
**To:** Tammy Behrman  
**Subject:** RE: Hostettler Pines PUD 1907-PUO-02

Tammy,

The roadway should meet the following requirements:

- Roadway pavement width of 26 ft.
- 2 ft. rolled curb and gutter
- No trees planted within the right of way.
- 6.5" asphalt pavement on 6" of No. 53 compacted aggregate base.

Thanks,

Paul

Paul B. Satterly, P.E.  
Highway Engineer  
Monroe County Highway Department

**EXHIBIT 8: Two Letters from neighbors during the former PUO petition**

***Derby Drive Neighborhood  
Bloomington, IN 47401***

September 23, 2019

Monroe County Planning Department  
And Monroe County Plan Commission  
501 N. Morton Street, Suite 224  
Bloomington, IN 47404

Dear Members of the Monroe Country Plan Commission,

On behalf of the undersigned single-family homes located in the Derby Drive Neighborhood, this letter serves as a request for our concerns to be heard regarding the Hostetler Pines (*aka* Holland Pines) Outline Plan and Major Subdivision addressed as 4214 South Derby Drive. Approximately 90 homes in the combined Bridlewood and Sutton Place subdivisions, plus others nearby, will be affected by this building project, and we, the undersigned homeowners, have been discussing concerns since we first received notice from Bynum Fanyo & Associates on July 11, 2019.

Our concern is regarding the building of 25 lots (12 duplexes) on 5.34 acres that will be squeezed between our single family homes and which will negatively impact road safety, quality of life, home values, drainage, and green space. Many of us attended the Bynum Fanyo & Associates information meeting held at the Convention Center on August 15 to fully understand their Outline Plan and intentions.

First, the increased density on Derby Drive under the Outline Plan is a safety concern for those of us with children. The visibility from Holland Drive to Derby Drive is already problematic and the proposed plan will exacerbate that issue. Moreover, Derby Drive has suffered from a lack of county maintenance. Repairs of destructive potholes, despite multiple calls from us to fix them, and snow removal, have been sorely inadequate over the years. In addition, there are currently only two ways in and out of the Derby Drive neighborhood which is a critical fire district access problem. Therefore, it is essential that this project be connected through to Walnut Street Pike at the beginning of the project, and that the roads be adequately maintained.

In addition, the destruction of the mature pine trees that line 4214 Derby Drive and replacing them with six driveways and two access roads is unsafe due to the hill and curve in the road. Also, the loss of the greenspace will be a detriment to our community since it is used for shaded exercise and it supports wildlife. We respectfully ask that every tree that is removed from the east border of this property be replaced by more trees. Our hope is that the developer and planning commission will consider the neighborhood suggestion to flip the proposed six driveways to the north and south, or to the west, but away from Derby Drive. This will allow space for more landscaping and help with storm water drainage. Those of us who have lived in this neighborhood for forty to fifty years know the specific storm water drainage and flooding concerns. We are willing to speak to these specific issues directly.



Many of us are also concerned with lowered home values due to these multi-family homes being built in a neighborhood of all single-family homes worth much more money than the proposed duplexes. And worse, many high density units evolve into rentals, which would greatly diminish our neighborhood. While the developer intends for the duplexes to be owner-occupied, there is no guarantee that this will be the case.

We, the undersigned Derby Drive neighbors respectfully request that our concerns be heard at the Monroe County Plan Commission meeting on October 15, 2019.

Sincerely,

## *The Derby Drive Neighbors :*

Patrice Madura Ward-Steinman, 1159 E Winners Cir, 812-824-3505, [owardste@indiana.edu](mailto:owardste@indiana.edu)

Debbie Atlas, 1172 E Winners Cir  
Martina Barnas & Cecilia Brisuda, 1194 E  
Winners Cir  
Kelly Brinkley, 4413 S Sophia Ct  
Mark & Jill Burris, 1135 E Calloway St  
Ken Buzzard, 4155 Derby Dr  
Caitlyn & Kendall Byers, 1173 Secretariat Ct  
Adam & Julie Chester, 4431 S Carberry  
Christine & Delbert Campbell, 4429 S Derby Dr  
Paula Chapman, 4166 S Derby Dr  
Andrew & Angie Chickedantz, 1122 East  
Calloway St  
Justin Darty, 1115 E Calloway St  
David & Angela Duncan, 4178 S Derby Dr  
John & Christy Dustin, 1135 E Secretariat Ct  
Steve & Pat Farmer, 4215 S Derby Dr  
Deanna Guthrie, 4154 S Derby Dr  
Brad & Tess Heim, 780 E Keenland Ct  
Christian Heyerdahl, 824 Keenland Ct  
Steve Houghton, 1199 E Winners Cir  
Jason & Karen Jackson, 1193 E Winners Cir  
Mark Jaime, 4000 S Derby Dr  
Katie & Jason Kennard, 4406 S Derby Dr  
Jim & Elaine Kennedy, 892 E Keenland Ct  
Sylvia & Vilmos Kovacs, 4169 S Derby Dr  
Shanker Krishnan, 1161 E Winners Cir  
Scott Law, 917 E Keenland Ct  
Eric Lund, Derby Dr and Calloway St

Angela & Evan Martin, 1162 E Citation Dr  
Nicole Martins & Andrew Weaver, 1123 E  
Calloway St  
Wade & Janice Martz, 4415 S Derby Dr  
James and Judy Mathias, 1126 E Calloway St  
Jason & Sarah Mathis, 4098 S Manowar Ct  
Carolyn McCart, Derby Dr  
Michi & Jeff McClaine, 1179 E Winners Cir  
Carol & Ron Mood, 1100 E Citation  
Jamie & Chuck Morris, 4412 S Derby Dr  
Erik Nelson, 4412 Derby Ct  
Mike Paskash, 4440 Sophia Ct  
Bobby Patel, 4012 S Derby Dr  
Heidi & Ron Reiter, 4001 S Manowar Ct  
Howard Rightsell, 4148 S Derby Dr  
Don Rodda & Victoria Land-Rodda, Keenland Ct  
& Derby Dr  
Kevin & Marissa Van Rooy, 700 E Keenland Ct  
Jennifer Shelby  
Brady Singleton, 1066 E Keenland Ct  
Olivia Smith, 1130 E Calloway St  
Tiffany Stanton, 989 E Keenland Ct  
Mike & Zoe Teague, 1114 E Calloway St  
Jenny & Matt Tracy, 701 E Keenland Ct  
Trent & Natalee Williams, 1121 E Calloway St  
Erik & Stephanie Willis, 4420 S Sophia Ct  
Ge Yan, 1167 E Secretariat Ct  
Yifan Zhang & Yu Liu, 4000 S Manowar Ct

RECEIVED

SEP 25 2019

MONROE COUNTY PLANNING

September 24, 2019

Monroe County Planning Department  
and Monroe County Plan Commission  
501 N Morton St, Suite 224  
Bloomington, IN 47404

My name is Stephen Farmer; my wife and I live at 4215 S Derby Drive and hereby express some concerns about the proposed development at 4214 S Derby Drive, petition number 1907-PUO-02.

We are not opposed to this project in general. If this is the type of development the county deems desirable and the developer wants to build on his property, that is the property owner's right. However, existing property owners deserve to have their concerns not just heard but taken into consideration and their properties protected. We have spoken with members of the highway and planning departments and would like to thank them for their courtesy and insight.

We have three areas of concern and possible solutions: safety, storm water drainage, and neighborhood compatibility.

1. Safety

Derby Drive is the main road connecting three subdivisions to Rhorer Road and Walnut Street Pike. The current plan adds six driveways within an approximately 275 foot straight stretch of Derby Drive, with a blind turn in the road at the north end. Vehicles entering Derby Drive from lots 1, 2, 3, 4, 5, and 6 would have to back out onto the street into the path of vehicles exiting the blind curve. Some of those drives could be re-designed to approach the streets within the proposed development.

2. Storm Water Drainage

The construction of Bridlewood and Derby Drive (the previously private gravel driveway) dramatically increased the amount and speed of runoff on to our property to the extent that some erosion has already begun. Runoff from the proposed project will drain onto our property and further increase erosion. Any increase in the amount and speed that the water reaches our property is unacceptable. Lots 1-6 and their driveways will drain immediately onto Derby Dr and then directly onto our property. We understand that a drainage design might appear to take care of this issue but what actually gets built or what a future property owner might do will not necessarily match that design. We believe that lots 3 and 4 should become an additional storm water detention area and green space. Storm water inlets into this detention area should be placed on Derby Drive to collect water from lots 1, 2, 5, and 6. The driveway for lot 1 should, come from Hostettler Dr and the driveway for lot 6 from Holland Drive extension. This needs to be done to handle our drainage concerns. It also helps with the safety concern (two new driveways versus six new driveways on Derby Drive) and if done correctly could help blend the project into the existing neighborhoods.

3. Neighborhood Compatibility

The proposed housing is not compatible with the existing homes in the area. The proposed lots are approximately half the size of any other lots in the nearby neighborhoods, in fact the adjacent lots on three side of the proposed project are over one acre each. Nowhere else along Derby Drive is there a concentration of driveways such as that proposed by this plan. Again, we do not object to the proposed type of housing, but some attempt to blend in with existing

homes should be made. The additional green space from converting lots 3 and 4 would help the existing wildlife that currently call these five acres home.

The current design compared to the first drawing we saw has shifted the roads and housing to the east. We understand this was requested by the planning department to preserve a grove of walnut trees. Moving the housing to the east is not what we would want but saving the trees is to be commended.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen P. Farmer", with a long horizontal line extending to the right.

Stephen P. Farmer

4215 S Derby Drive  
Bloomington, IN 47401  
812-360-5277  
Sfarmer.gds@comcast.net

# EXHIBIT 10 Design Standards Table and Use Table

Design Standards Comparison Table					
	Low Density Residential	Medium Density Residential	High Density Residential	Urban Residential	Estate Residential 1
Requirement	LR	MR	HR	UR	Chapter 833 RE1
Gross Density	3	4.8	7.3	7.3	1
Minimum Lot Area (acres)	0.34	0.21	0.14	0.14	1
Minimum Lot Width at Building Line	75	60	50	50	100
Minimum Required Setbacks (feet)					
Front Yard Fronting on any Local Street	25	25	25	25	25
Side Yards	10	5	5	10	20 (+4' addtl story)
Rear Yard	25	10	10	10	50
Minimum Open Space Area	40	40	40	40	80
Maximum Height (feet)	35	35	35	45	45

USES	CONDITIONS		
	MR	HR	Condition
Residential Uses			
Accessory Apartments	P	P	26
Accessory Use	P	P	5
Historic Adaptive Reuse	P	P	15; 44
Home Occupation	P	P	16
Manufactured Home Park	P	P	22.39
Single Family Dwelling	P	P	1
Temporary Dwelling	P	P	3; 53
Two Family Dwelling	P	P	2
Public and Semipublic	MR	HR	Condition
Accessory Use	P	P	13
Cemetery	P	P	
Governmental Facility	P	P	7;40
Group Home Class I	P	P	
Religious Facilities	P	P	22
Telephone and Telegraph Services	P	P	32
Utility Service Facility	P	P	31
Water Treatment Facility	P	P	
Business and Personal Services	MR	HR	Condition
Bed and Breakfast	P	P	8
Real Estate Sales office Or Model	P	P	9
Tourist Home or Cabin	C	C	48
Manufacturing, Mining	MR	HR	Condition
Construction Trailer	P	P	17



**EXHIBIT 11: Analysis of HR, MR, UR Zone distribution in the County**

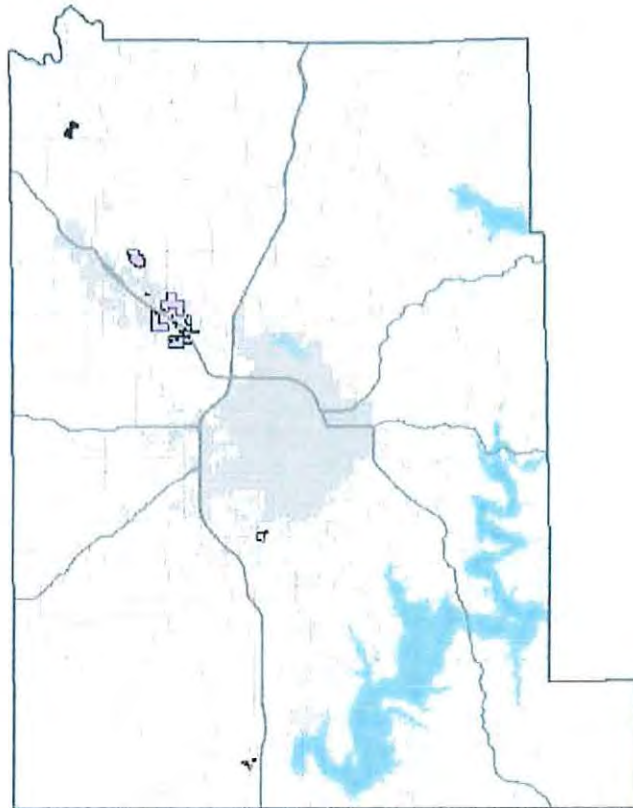
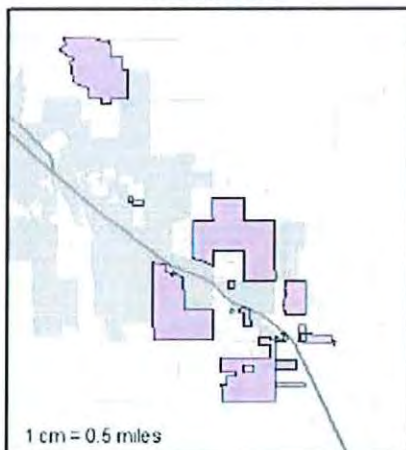


## Location of MR, HR, UR Zoning Districts

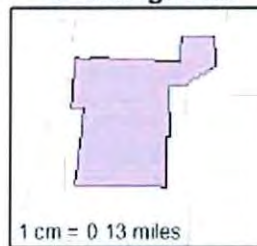
**Stinesville**



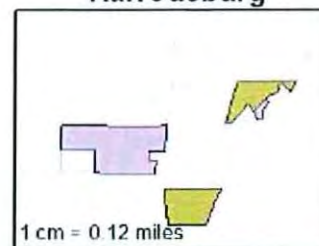
**Ellettsville**



**S College Ave**



**Harrodsburg**



### Legend

- HR - High Density Residential
- MR - Medium Density Residential
- UR - Urban Residential
- Lakes
- Corporate Boundaries

Zone	# of Parcels	Acreage	Percent of Total Acreage
HR Min Lot Size 0.14	161	47.63	0.02%
MR Min Lot Size 0.21	1,303	668.78	0.26%
UR Min Lot Size 0.14	4	8.63	0.00%
<b>Total</b>	<b>1,468</b>	<b>725.05</b>	<b>0.28%</b>

**EXHIBIT 12: Letter from Neighbors submitted 2/10/2020**

***Derby Drive Neighborhood  
Bloomington, IN 47401***

February 10, 2020  
Monroe County Planning Department  
And Monroe County Plan Commission  
501 N. Morton Street, Suite 224  
Bloomington, IN 47404

Dear Members of the Monroe County Plan Commission,

Thank you for your careful attention to the ongoing concerns of the Derby Drive Neighborhood regarding the proposal for the Holland Pines Major Subdivision addressed as 4214 South Derby Drive. We are aware of the petitioner's (Bynum Fanyo & Associates) recent revisions to the proposal as presented at the Administrative Meeting on February 4. We want to express our appreciation of the petitioner's efforts to compromise in light of our objections that were expressed at the November 19th hearing. In particular, the change from 6 duplexes facing Derby Drive to 3 single family homes of .22 acre is an example of such an effective compromise.

However, there are still neighborhood concerns with the revised plan, and we appreciate the opportunity to have our individual voices heard at the hearing on February 18:

- Several neighbors are still staunchly opposed to the proposed rezone from Estate Residential 1 to High Density Residential. We bought homes in this neighborhood due to its rural, quiet, spacious, tree-laden, wildlife-viewing aesthetic. The proposed duplex development simply does not fit our single-family residential environment and will negatively affect the quality of life we chose for ourselves and our families. We request that a compromise to establish a lower density level, such as Medium Density Residential, be considered.
- Regarding the trees, the revised proposal suggests the preservation of 15 trees, but that number is a miniscule fraction of the number of trees that are there now. We strongly desire a better commitment to conserve the trees lining Derby and Holland Drives. We request a clearer explanation of the types and locations of trees that will be preserved, and most certainly more than 15. We understand that some trees have been compromised due to the telephone cables, but many others are healthy and beautiful, and provide a habitat for wildlife. We suggest that an independent tree expert determine which trees are healthy and worthy of preservation.
- We are still concerned with the unresolved issue regarding the fact that many high density units evolve into rentals, which would greatly diminish our neighborhood. While the petitioner has expressed the intention for the duplexes to be owner-occupied, we request a commitment to this intention through wording in the proposed HOA document.
- Finally, the wording in the revision states that Holland Drive will extend "to" the cul-de-sac, but we assume this is a typographical error, and should read "through" the cul-de-sac



in order to continue on to Walnut Street Pike. We seek clarification and commitment on this critical matter.

We, the 55 undersigned Derby Drive neighbors, respectfully request that our concerns be heard at the Monroe County Plan Commission meeting on February 18, 2020.

Sincerely,

### *The Derby Drive Neighbors :*

Patrice Madura Ward-Steinman, 1159 E Winners Cir, 812-824-3505, [pwardste@indiana.edu](mailto:pwardste@indiana.edu)  
Debbie Atlas & Eric Rodkin, 1172 E Winners Cir  
Martina Barnas & Cecilia Brisuda, 1194 E Winners Cir  
Kelly Brinkley, 4413 S Sophia Ct  
Mark & Jill Burris, 1135 E Calloway St  
Ken Buzzard, 4155 Derby Dr  
Caitlyn & Kendall Byers, 1173 Secretariat Ct  
Christine & Delbert Campbell, 4429 S Derby Dr  
Paula Chapman, 4166 S Derby Dr  
Adam & Julie Chester, 4431 S Carberry  
Andrew & Angie Chickedantz, 1122 East Calloway St  
Justin Darty, 1115 E Calloway St  
David & Angela Duncan, 4178 S Derby Dr  
John & Christy Dustin, 1135 E Secretariat Ct  
Steve & Pat Farmer, 4215 S Derby Dr  
Deanna Guthrie, 4154 S Derby Dr  
Brad & Tess Heim, 780 E Keenland Ct  
Christian Heyerdahl, 824 Keenland Ct  
Steve Houghton, 1199 E Winners Cir  
Jason & Karen Jackson, 1193 E Winners Cir  
Mark Jaime, 4000 S Derby Dr  
Katie & Jason Kennard, 4406 S Derby Dr  
Jim & Elaine Kennedy, 892 E Keenland Ct  
Bahtiyor Khodjaev, 1111 E Secretariat Ct  
Sylvia & Vilmos Kovacs, 4169 S Derby Dr  
Shanker Krishnan, 1161 E Winners Cir  
Scott Law, 917 E Keenland Ct  
Eric & Kristen Lund, 1107 E Calloway St.  
Angela & Evan Martin, 1162 E Citation Dr  
Nicole Martins & Andrew Weaver, 1123 E Calloway St  
Wade & Janice Martz, 4415 S Derby Dr  
James and Judy Mathias, 1126 E Calloway St  
Jason & Sarah Mathis, 4098 S Manowar Ct  
Carolyn McCart, Derby Dr  
Michi & Jeff McClaine, 1179 E Winners Cir  
Carol & Ron Mood, 1100 E Citation  
Jamie & Chuck Morris, 4412 S Derby Dr  
Erik Nelson, 4412 Derby Ct



Mike Paskash, 4440 Sophia Ct  
Bobby Patel, 4012 S Derby Dr  
Howard Rightsell, 4148 S Derby Dr  
Heidi & Ron Reiter, 4001 S Manowar Ct  
Don Rodda & Victoria Land-Rodda, Keenland Ct & Derby Dr  
Jennifer Shelby, 1098 Keenland Ct.  
Jerry B. Simpson, 4400 S. Derby Dr  
Brady Singleton, 1066 E Keenland Ct  
Olivia Smith, 1130 E Calloway St  
Tiffany Stanton, 989 E Keenland Ct  
Mike & Zoe Teague, 1114 E Calloway St  
Jenny & Matt Tracy, 701 E Keenland Ct  
Kevin & Marissa Van Rooy, 700 E Keenland Ct  
Trent & Natalee Williams, 1121 E Calloway St  
Erik & Stephanie Willis, 4420 S Sophia Ct  
Ge Yan, 1167 E Secretariat Ct  
Yifan Zhang & Yu Liu, 4000 S Manowar Ct

# Exhibit 13

**Tammy Behrman**

---

**From:** outlook\_A5CBA1F624690C2C@outlook.com on behalf of  
outlook\_A5CBA1F624690C2C@outlook.com <sfarmer.gds@comcast.net>  
**Sent:** Sunday, March 1, 2020 1:32 PM  
**To:** countyadministrator@co.monroe.in.us  
**Cc:** Tammy Behrman  
**Subject:** Holland Pines Rezone Ordinance 2020-08

March 1, 2020

To the Monroe County, Indiana, Commissioners

Re: Holland Pines Rezone Ordinance 2020-08

My name is Stephen Farmer. My wife Patricia and I live at 4215 S Derby Drive, which is located directly east of the proposed Holland Pines project. We have previously submitted two letters to the Planning Department about the Holland Pines project. In these letters we stated our concerns about safety, drainage, and compatibility with existing neighborhoods. In one of the letters we suggested possible solutions to our concerns. This developer has not only listened to our suggestions but has made changes to the design that not only incorporate our suggestions, but improve upon them, specifically regarding neighborhood compatibility.

While It would be ideal for the Holland Pines property to remain the wildlife habitat that it is, we realize that this is not realistic. It appears that the proposed County Development Ordinance designates our affected neighborhood as N1 (Neighborhood Growth), which would allow more dense housing. We would rather have this proposed development by a developer who listens to our concerns than gamble on what another developer might build if/when the property is rezoned in the future to Neighborhood Growth(N1).

Best Regards,  
Stephen Farmer

Sent from Mail for Windows 10

MONROE COUNTY BOARD OF COMMISSIONERS

Date to be heard: 9/2/2020

Item for Formal Meeting? ☒

(Ex: Routine items, continuing grants)

OR

Item for Work Session / Discussion ☐

(Ex: Public interest items, Ordinance changes, new grants and grants that add personnel)

Title of item to appear on the agenda:

Include VENDOR's Name in title if appropriate

Amendment #6 is for the Hunters Creek Road Project, Phase II and Phase III

Vendor #

If new vendor, enter 'NEW'

All Grants must complete the following

Is this a grant request? Yes ☒

New Grant to the County? Yes ☐

Grant Type:

Reimbursement/Drawdown ☒

Up Front Payment ☐

County IS Pass Through ☐

Federal Agency: INDOT

Federal Program: Transportation

CFDA # 20.205

Federal Award Number and Year: FY2021

Or other identifying number

Pass Through Entity Des #1297633

Amount Received

Federal:

State:

Local Match:

Total Received:

Contracts/Agreements/MOU- Interlocal/Ordinance/Resolution/Grant item:

Fund Name: Local Road and Street

Fund Number: 1169

Amount: \$34,900.00

If there is a monetary number in the Amount Box, you HAVE to include the Fund Name & Number. IF this is a grant waiting on the creation of a Fund Name & Number, indicate that in the boxes.

Executive Summary:

The amendment is for additional Rule 5 and 106 4(f) archaeological updates as requested by INDOT. The archaeological update is also required for access onto the Hoosier National Forest trailhead. The letting date for this project is January 2021. We will be reconstructing approximately 3.06 miles of this roadway.

Person Presenting: Lisa Ridge

Department: Highway

Attorney who reviewed: Lee Baker

County Legal Review required prior to submission of this form for all contracts

Submitted by: Lisa Ridge

Date: August 20, 2020

Each agenda request and all necessary documents to the Auditor's Office (Anita Freeman) at: [afreeman@co.monroe.in.us](mailto:afreeman@co.monroe.in.us) AND to the Commissioner's

Office e-mail: [Commissionersoffice@co.monroe.in.us](mailto:Commissionersoffice@co.monroe.in.us)



Amendment No. 6

This Amendment, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between Monroe County, Indiana, acting by and through its proper officials (hereinafter referred to as LPA) and American Structurepoint, Inc., (hereinafter referred to as CONSULTANT).

WHEREAS, on December 28, 2012 LPA entered into a contract with the CONSULTANT for Hunters Creek Road from SR 446 to Tower Ridge Road, DES No. 1297633, and on October 18, 2013 entered into Amendment No. 1 for preliminary retaining wall design and drainage modeling analysis for three twin reinforced box structures; and on January 23, 2015 entered into Amendment No. 2 for final retaining wall 3-sided structure design; and on August 5, 2016 entered into Amendment No. 3 for stream mitigation identification, design, and permitting; and on September 18, 2019 entered into Amendment No. 4 for Phase II and Phase III design services; and on April 15, 2020 entered into Amendment No. 5 for archeological and right-of-way staking services; and

WHEREAS, coordination with Indiana Department of Transportation's Environmental Services Division and the US Forest Service has determined that the archeological resource site 12-Mo-1303 previously identified as located outside the project boundary is within the project footprint, requiring an updated Section 106 Effect Finding, and

WHEREAS, an archaeological re-evaluation of the site 12-Mo-1303 is necessary to update the effect finding, in order for the required environmental investigation of the project to be approved, and

WHEREAS, the Indiana Department of Transportation's Environmental Services Division has determined that additional 4(f) documentation is required within the environmental investigation for temporary closure of access to the Hunters Creek Trailhead during construction, and

WHEREAS, the anticipated timeframes for completion of additional Section 106 and 4(f) environmental services will require modification of final tracings plans and documents subsequent to submission of these items, thereby necessitating additional roadway design services to revise and resubmit project plans and documents, and

WHEREAS, the Indiana Department of Environmental Management has determined significantly increased and more elaborate erosion and sediment control measures are required in order to secure a Rule 5 permit for the work, necessitating detailed sequencing construction methodology and specific design of individual control measures above and beyond standard practice measures typically required by INDOT on road projects and beyond the level of effort included in the original scope and fee, and

WHEREAS, the LPA has concurred with CONSULTANT's determination of additional work and has requested the additional services be performed by the CONSULTANT.

NOW THEREFORE, it has been determined by LPA and the CONSULTANT that the contract shall be amended as follows:

1. *Appendix A, Section C, Item 14 is modified as follows:*

14. The CONSULTANT shall provide specialized studies required to complete the environmental document including re-evaluation of potential historic or cultural resources. This shall include a re-evaluation of the Phase II and III Area of Potential Effect (APE) and update to the Historic Properties Report. Archeological investigations will be conducted in accordance and compliance with the Secretary of the Interior's "Standards and Guidelines for Archaeology and Historic Preservation" (48 FR 44716), the current version of the Indiana Department of Natural Resources, Division of Historic Sites and Structures Inventory – Archaeological Sites", and recent amendments to the Indiana Historic Preservation Act (IC 14-21-1). The field work, laboratory analysis, and preparation of the final report and recommendations will be accomplished or directly supervised by a qualified professional archaeologist meeting the standards set forth in 36 CFR 61 of the National Historic Preservation Act and 312-IAC-21 of the Indiana Administrative Code. The CONSULTANT shall prepare appropriate Section 106 documentation in accordance with the INDOT Cultural Resources Manual. ~~It is anticipated that re-evaluation of the project area will result in a finding of no change in effect from the originally approved CE 3 and no additional historic properties identified. If consultation with INDOT and the State Historic Preservation Officer result in the identification of a resource eligible for listing on the National Register of Historic Places, which could result in a finding of "No Adverse Effect" or "Adverse Effect," additional services will be required to complete the Section 106 process. These additional services will be considered out of scope, and additional or supplemental services will be required to complete the required consulting party's coordination and/or the preparation of a Memorandum of Agreement.~~
  - a. **As new information provided by the US Forest Service indicates Arch Site 12-Mo-1303 is within the proposed project footprint, an updated Effect Finding is required. The CONSULTANT shall modify the specialized studies required to complete the environmental document based on the new information. Based on coordination completed with INDOT on June 15, 2020, it is anticipated the project will result in a "No Adverse Effect" to Arch Site 12-Mo-1303.**
  - b. **If consultation with INDOT and the State Historic Preservation Officer result in the identification of additional resources eligible for listing on the National Register of Historic Places or a Finding of "Adverse Effect," additional services will be required to complete the Section 106 process. These additional services will be considered out of scope, and additional or supplemental services will be**

required to complete the required consulting parties' coordination and/or the preparation of a Memorandum of Agreement.

2. *Appendix A, Section C, Item 18 is added as follows:*

18. Based on new information provided by Hoosier National Forest during the re-coordination of Section 4(f) documentation completed under *Appendix A, Section C, Item 17.b*, the project will require a 'temporary occupancy' evaluation. The CONSULTANT shall prepare appropriate Section 4(f) documentation for temporary closure of access to the Hunters Creek Trailhead, including consultation with the Official with Jurisdiction (OWJ). It is anticipated the project will require a 'temporary occupancy' Section 4(f) evaluation.

a. If consultation with INDOT and the Federal Highway Administration (FHWA) indicates a 'de minimis' or an individual Section 4(f) evaluation is necessary, additional or supplemental services will be required to develop and evaluate potential avoidance alternatives, determine whether any alternatives are feasible and prudent, and analyze impacts from identified avoidance alternatives, as required for individual Section 4(f) evaluations.

3. The CONSULTANT will be compensated for the following services on a lump-sum basis. The total obligation under this portion of the Contract shall not exceed ~~\$767,060~~ **\$801,960** unless approved in writing by the LPA.

c. Environmental Services

3) Section 106 Documentation and Coordination	<del>\$50,100</del>	<b>\$69,600</b>
4) Section 4(f)	<del>\$5,300</del>	<b>\$10,900</b>

d. Road Design and Plan Development	<del>\$265,600</del>	<b>\$275,400</b>
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4. CONSULTANT's total compensation under the Contract, Amendment 1 dated October 18, 2013, Amendment 2 dated January 23, 2015, Amendment 3 dated August 5, 2016, Amendment 4 dated September 18, 2019, and Amendment 5 dated April 15, 2020, is revised from \$975,335 to **\$1,010,235**, an increase of \$34,900.

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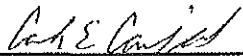


In Witness Whereof, LPA and CONSULTANT have, through duly authorized representatives, entered into this Amendment. The parties having read and understand the foregoing terms of this Amendment do by their respective signatures dated below hereby agree to the terms thereof.

CONSULTANT:  
American Structurepoint, Inc.

Approved

BY:



Cash E. Canfield, Executive Vice  
President

LOCAL PUBLIC AGENCY:  
Monroe County Board of  
Commissioners

Approved

BY:

Julie Thomas, President

Lee Jones, Vice President

Penny Githens, Commissioner

ATTEST:

Catherine Smith, Auditor

# AMERICAN STRUCTUREPOINT, INC.

## MAN-HOUR JUSTIFICATION

6/19/2020

PROJECT: Hunters Creek Road Phase 2 and 3 AI, Yellowstone, Monroe County, Indiana 2012.01477

DESCRIPTION: Section 106 Documentation and Coordination

WORK CLASSIFICATION	Project Manager	Project Engineer	Sr. Env. Specialist	Environmental Specialist	Staff Scientist	Senior Technician	TOTAL
Update Consulting Parties of New Reports	2	0	2	0	4	0	8
Historic Properties Short Report and Arch Short Report Distribution	0	0	6	0	8	0	14
No Adverse Effect Finding and Distribution	0	0	8	0	8	0	16
Coordination with Consulting Parties and INDOT CRO	4	0	12	0	16	0	32
Total Hours	6	0	28	0	36	0	70
Average Hourly Rate	\$ 193.99	\$ 119.14	\$ 169.84	\$ 117.41	\$ 72.01	\$ 121.11	
Direct Salary Cost	\$ 1,163.94	\$ -	\$ 4,755.52	\$ -	\$ 2,592.36	\$ -	\$ 8,511.82
Direct Expenses							\$ 10,980.00
Total Fee							\$ 19,491.82

Direct Expenses	Unit Cost	Unit	Quantity	Cost
Lodging				\$ -
Per Diem	\$ 15.00	person/day	0	\$ -
Mileage	\$ 0.38	Miles	0	\$ -
				\$ -
Section 106 Services (Pre-qualified Professional)	\$ 10,980.00	Lump Sum	1	\$ 10,980.00
				\$ -
				\$ -
Total				\$ 10,980.00

# WEINTRAUT & ASSOCIATES, INC.

June 19, 2020

Josh Iddings  
American Structurepoint  
Shadeland Station  
Indianapolis, Indiana

## **Re: Hunter Creek: Revised Archaeology, Historic Property Short Report, and revised Finding of No Adverse Effect**

Dear Mr. Iddings:

The scope of this proposal is to provide the scope items to complete a Full Section 106 process for Hunter Creek Road Improvement Project.

Per your request, Weintraut & Associates is providing a proposal to identify and evaluate historic properties in accordance with Section 106, National Historic Preservation Act (NHPA) of 1966, as amended, and CFR Part 800 (Revised January 2001) and Final Rule on Revision of Current Regulations, dated December 12, 2000, and incorporating amendments effective August 5, 2004. Archeological investigations will be conducted in accordance and compliance with the Secretary of the Interior's "Standards and Guidelines for Archaeology and Historic Preservation" (48 FR 44716), the current version of the Indiana Department of Natural Resources, Division of Historic Preservation and Archaeology's (IDNR, DHPA) "Guidebook: Indiana Historic Sites and Structures Inventory - Archaeological Sites", and recent amendments to the Indiana Historic Preservation Act (IC 14-21-1). The field work, laboratory analysis and preparation of the final report and recommendations will be accomplished or directly supervised by a qualified professional archaeologist meeting the standards set forth in 36 CFR 61 of the National Historic Preservation Act and 312-IAC-21 of the Indiana Administrative Code. All reports will be prepared in accordance with INDOT's *Cultural Resource Manual*.

For the purposes of this proposal, Weintraut & Associates (W&A) is assuming that the finding will be **No Adverse Effect**

### **The prior fee proposal contained the following assumptions:**

- **No consultation;**
- **No consulting party meetings;**
- **No National Register-eligible or listed properties;**
- **No change to the finding of effect and no re-issuance of the Finding;**
- **No Human Remains;**
- **No additional sites (beyond those previously recorded);**



- No work on Forest Service land.

**Excluded items in February 2020 proposal that are included in this proposal:**

- Site 12Mo1303 within the project area;
- Consulting party meeting (held with Forest Service on May 28, 2020);
- Consultation with CRO;
- Re-issuance of Finding.

**This fee proposal assumes:**

- Consultation with CRO;
- A Historic Property Short Report will be prepared;
- Finding will be re-issued;
- Finding will be No Adverse Effect;
- Stillwell Report from 2013 will remain valid;
- No additional archaeological or above-ground reconnaissance;
- No additional eligible or potentially eligible resources;
- No human remains.

**The fee includes the following tasks:**

1. Preparation of Historic Property Short Report (one round of revisions);
2. Revised Archaeology Report;
3. Preparation of Finding of No Adverse Effect

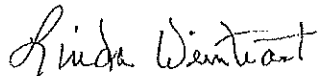
Work on any additional small archaeological site will result may result in field charges of approximately \$3,000. Encountering human remains or larger archaeological sites will result in field charges that cannot be anticipated.

Any work not stipulated above will be subject to a contract addendum or additional task order.

Please note that all professional staff meet or exceed the standards for conducting this work at both the federal and state levels.

Please feel free to call if you have questions. Thank you for the opportunity to submit this proposal.

Best regards,



Linda Weintraut, Ph.D.

Weintraut & Associates, Inc.									
PROJECT COST PROPOSAL:									
Hunter Creek Road Improvement									
Finding of No Adverse Effect									
No additional archaeology sites; no human remains									
WORK HOURS BY CLASSIFICATION									
ITEM	Principal	Archaeologist PI	Historian Senior	Staff Archaeologist	Historian	Senior Staff Archaeologist	Report Design	Planner/GIS Administrator	Total Hours
Project Setup & Mobilization	8	4	0	0	0	0	0	0	12
Consultation with CRO & USFS	8	12	0	0	0	0	0	2	22
Aboveground									
Converting Memorandum to Short HPR	4	0	12	0	0	0	2	2	20
Archaeology									
Records Check	0	6	0	0	0	0	0	0	6
Archaeology reconnaissance	0	0	0	0	0	0	0	0	0
Archaeology Report	4	20	0	0	0	0	0	0	24
SHAARD Updates (none)	0	1	0	3	0	0	0	0	4
Section 106 Documentation									
Finding of No Adverse Effect	4	0	24	0	0	0	0	0	28
									0
TOTAL HOURS	28	43	36	3	0	0	2	4	60
HOURLY RATES (Jan 2019 INDOT hourly)	\$153.46	\$70.83	\$82.63	\$47.22	\$66.10	\$54.30	\$59.02	\$68.46	
COSTS PER CLASSIFICATION	\$4,296.88	\$3,045.69	\$2,974.68	\$141.66	\$0.00	\$0.00	\$118.04	\$273.84	\$10,850.79
DIRECT EXPENSES	number	rate	total						
Curation			\$ -						
Mileage	0	\$ 0.38	\$ -						
Public Notice									
Per Diem	0	26	\$ -						
Lodging( 1 night @ 89.90 plus tax)	0	100	\$ -						
Radiocarbon Dating (0 samples)			\$ -						
Sub consultant specialists - 0			\$ -						
Trimble rental									
Misc. - mailings, photocopies,			\$ 125.00						
			\$ 125.00						
No additional archaeology sites; \$3,000 per each additional small site encountered									

# AMERICAN STRUCTUREPOINT, INC.

## MAN-HOUR JUSTIFICATION

5/19/2020

PROJECT: Hunters Creek Road Phase 2 and 3 AI, Yellowstone, Monroe County, Indiana 2012.01477

DESCRIPTION: Section 4(f) Documentation 'temporary occupancy' for Hunters Creek Trailhead

WORK CLASSIFICATION	Project Manager	Project Engineer	Sr. Env. Specialist	Environmental Specialist	Staff Scientist	Senior Technician	TOTAL
Location and Description	0	0	1	0	2	0	3
Purpose and Need	0	0	2	0	2	0	4
Section 4(f) Resources	0	0	2	0	2	0	4
Section 4(f) Impacts	0	0	4	0	6	0	10
Avoidance Alternatives	0	0	0	0	0	0	0
Mitigation/Minimization	0	0	6	0	8	0	14
Exhibits/Coordination	2	0	4	0	8	0	14
Total Hours	2	0	19	0	28	0	49
Average Hourly Rate	\$ 193.99	\$ 119.14	\$ 169.84	\$ 117.41	\$ 72.01	\$ 121.11	
Direct Salary Cost	\$ 387.98	\$ -	\$ 3,226.96	\$ -	\$ 2,016.28	\$ -	\$ 5,631.22
Direct Expenses							\$ -
Total Fee							\$ 5,631.22

Direct Expenses	Unit Cost	Unit	Quantity	Cost
Lodging				\$ -
Per Diem	\$ 16.00	person/day	0	\$ -
Mileage	\$ 0.38	Miles	0	\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total				\$ -



**AMERICAN STRUCTUREPOINT, INC.**

**Road Design - Manhour Justification**

Project: Hunters Creek Road - Phase II Final Design

Description: Road Design - Rule 5 \* Post Tracings Revisions

14-Aug-20

WORK CLASSIFICATION	ESTIMATED TIME (HOURS)					TOTAL
	Project Manager	Senior Engineer	Project Engineer	Staff Engineer	Senior Technician	
<b>Revised Erosion Control Design</b>						
Revise Erosion Control Plans & Tables per Comments	4	0	8	12	6	30
Additional Permits Coordination	1	2	4	0	0	7
Revise Final Quantities	1	2	4	0	2	9
Revise Construction Cost Estimate	0	1	2	2	0	5
Revise Rule 5 Application / SWPPP Document	2	0	2	4	0	8
<b>Subtotal</b>	<b>8</b>	<b>5</b>	<b>20</b>	<b>18</b>	<b>8</b>	<b>59</b>
<b>Revise Final Package Post Tracings based on AI Approval</b>						
Environmental Consult Form Modifications	2	2	0	0	0	4
Commitments & Provision Updates	0	2	2	0	0	4
Submit Revised Documents	0	0	2	2	0	4
Final Tracing Plan Revisions	0	2	0	2	0	4
Final Package Preparation	0	2	2	0	0	4
<b>Subtotal</b>	<b>2</b>	<b>8</b>	<b>6</b>	<b>4</b>	<b>0</b>	<b>20</b>
<b>TOTAL HOURS</b>	<b>10</b>	<b>13</b>	<b>26</b>	<b>22</b>	<b>8</b>	<b>79</b>
<b>WEIGHTED HOURLY RATE</b>	<b>\$193.99</b>	<b>\$148.13</b>	<b>\$119.14</b>	<b>\$86.74</b>	<b>\$121.11</b>	
<b>DIRECT SALARY COST</b>	<b>\$1,939.90</b>	<b>\$1,925.69</b>	<b>\$3,097.64</b>	<b>\$1,908.28</b>	<b>\$968.88</b>	<b>\$9,840.39</b>
<b>DIRECT COSTS (See Next Page)</b>						<b>\$0.00</b>
<b>TOTAL FEE</b>						<b>\$9,840.39</b>

Direct Costs	Unit Cost	Quantity	Cost
Mileage	\$0.380	0	\$0.00
Shipping	LSUM	0	\$0.00
Meals	\$26.00	0	\$0.00
Lodging	\$89.00	0	\$0.00
Blueprints	\$1.50	0	\$0.00
Copies	\$0.10	0	\$0.00
MyIars	\$3.50	0	\$0.00
<b>TOTAL =</b>			<b>\$0.00</b>

MONROE COUNTY BOARD OF COMMISSIONERS

Date to be heard: 9/2/2020

Item for Formal Meeting? ☒

(Ex: Routine items, continuing grants)

OR

Item for Work Session / Discussion ☐

(Ex: Public interest items, Ordinance changes, new grants and grants that add personnel)

Title of item to appear on the agenda:

Include VENDOR's Name in title if appropriate

Change Order #6 and #8 for Fullerton Pike, Phase II

Vendor #

If new vendor, enter 'NEW'

All Grants must complete the following

Is this a grant request? Yes ☒

New Grant to the County? Yes ☐

Grant Type:

Reimbursement/Drawdown ☐

Up Front Payment ☐

County IS Pass Through ☐

Federal Agency: INDOT

Federal Program: Transportation

CFDA # 20.205

Federal Award Number and Year: FY 2019

Or other identifying number

Pass Through Entity Des #1500523

Amount Received

Federal:

State:

Local Match:

Total Received:

Contracts/Agreements/MOU- Interlocal/Ordinance/Resolution/Grant item:

Fund Name: Local Road and Street

Fund Number: 1169

Amount: \$11,134.80

If there is a monetary number in the Amount Box, you HAVE to include the Fund Name & Number. IF this is a grant waiting on the creation of a Fund Name & Number, indicate that in the boxes.

Executive Summary:

Change Order #6- \$5,449.76- This change order is due to our request (Monroe County) to change the concrete in the truck apron in the roundabout. We changed to 10 inches in depth, stamp pattern and colored concrete.

Change Order #8- \$5,685.04- This change order is due to guardrail transition off each end of the bridge being too close to the edge of the multi-use path and concrete sidewalk which creates a potential hazard to the pedestrians. There will be a 2" by 8" wood rail installed at each location to eliminate this potential hazard.

Person Presenting: Lisa Ridge

Department: Highway

Attorney who reviewed:

County Legal Review required prior to submission of this form for all contracts

Submitted by: Lisa Ridge

Date: August 18, 2020

Each agenda request and all necessary documents to the Auditor's Office (Anita Freeman) at: [afreeman@co.monroe.in.us](mailto:afreeman@co.monroe.in.us) AND to the Commissioner's Office e-mail: [Commissionersoffice@co.monroe.in.us](mailto:Commissionersoffice@co.monroe.in.us)

Contract No:R -38502

Change Order No.: 006

**INDIANA Department of Transportation  
Construction Change Order and Time Extension Summary**

Page: 1

<b>Contract Information</b>	Contract No.: R -38502	Letting Date:08/10/2018	
District:SEYMOUR DISTRICT	AE:Wren, Rachel	PE/S:Wildt, Chuck	Status:Pending

<b>Change Order Information</b>	Change Order No.: 006	EWA: Y or Force Acct: N
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Date Generated: 11/09/2019

Date Approved: 00/00/0000

Reason Code: SCOPE CHANGES, Material Related

Description: Decorative Concrete Truck Apron 10 Inch PCCP

Original Contract Amount	\$ 4,953,000.00
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Current Change Order Amount	\$ 5,449.76	Percent: 0.110 %
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Total Previous Approved Changes	\$ 1,604.45	Percent: 0.032 %
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Total Change To-Date	\$ 7,054.21	Percent: 0.142 %
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Modified Contract Amount	\$ 4,960,054.21
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**Time Extension Information**

Date Initiated 00/00/0000

Date Completed 00/00/0000

Original Contract Time

SS Completion Date 00/00/0000 or SS Calendar/Work Days 0

SP Date 00/00/0000 or SP Days

(SS = Standard Specification, SP = Special Provision)

Time Element Description:

Current Time Extension

SS Days 0 SP Days 0 SP Days Value \$ 0.00

Previous Time Approved

SS Days by AE:\_\_\_\_\_ DCE:\_\_\_\_\_ SCE:\_\_\_\_\_ DDCM:\_\_\_\_\_

SS Days\_\_\_\_\_ SP Days Value \$ \_\_\_\_\_

Revised Contract Time

SS Completion Date 00/00/0000 or SS Calendar/Work Days 0

SS Date 00/00/0000 or SP Days 0



Change Order No.: 006

**INDIANA Department of Transportation**  
**Construction Change Order and Time Extension Summary**

Required Approval Authority AE: \_\_\_\_\_ DCE: \_\_\_\_\_ SCE: \_\_\_\_\_ \* DDCM: \_\_\_\_\_ \*

(\$ per Change Order) (- LE \$ 250K-) (- LE \$ 750K -) ( -- LE \$ 2 M -- ) ( -- GT \$ 2 M -- )

(Days per Contract) ( 50 SS days ) ( 100 SS days ) ( 200 SS Days ) ( GT 200 SS days )

Total Change To-Date>5%? Y / N If Y , Copy to Program Budget Manager\_\_\_\_\_

Date to PM \_\_\_\_\_ Date Returned \_\_\_\_\_

If N, Resolution: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

Resolved by \_\_\_\_\_ Date \_\_\_\_\_

FHWA Signatures Required? Y / N If Y, Date to FHWA \_\_\_\_\_ Date Returned \_\_\_\_\_

Field Engineer \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contract No:R -38502

INDIANA

Date:08/17/2020

Change Order No:006

Department of Transportation

Page: 3

Contract: R -38502

Project: 1500523 - State:150052300LC5

Change Order Nbr: 006

Change Order Description: Decorative Concrete Truck Apron 10 inch PCCP

Reason Code: SCOPE CHANGES, Material Related

CLN	PCN	PLN	Item Code	Unit	Unit Price	CO Qty	Comment	Amount Change
0052	1500523	0041	502-11564	SYS	40.000	-394.000	C	Amount:\$ -15,760.00

Item Description: PCCP, 7 IN.

Supplemental Description1:

Supplemental Description2:

0194	1500523	0154	502-06327	SYS	53.560	396.000	C	Amount:\$ 21,209.76
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Item Description: PCCP 10 IN

Supplemental Description1: Stamped and colored concrete truck apron

Supplemental Description2:

Total Value for Change Order 006 = \$ 5,449.76

Whereas, the Standard Specifications for this contract provides for such work to be performed, the following change is recommended.  
General or Standard Change Order Explanation

Monroe County requested a change in the concrete truck apron. Changing to 10 inches in depth, stamped pattern and colored. Total sys = 396.0 at \$53. 56/sys. Costs submitted by Milestone are appropriate after checking labor, equipment, materials and the number of hours charged for each. Existing Item 52/41 - PCCP, 7 in will not be utilized. A contract time adjustment is not required for this change. The new Item #194/154 on this change order will be funded 100% LPA. INDOT's Item Bid History report did not have the minimum of 30 comparisons. Reviewed unit costs submitted in by Milestone is acceptable.

#### Change Order Explanation for Specific Line Item

\*\*\*\*\*  
It is the intent of the parties that this change order is full and complete compensation for the work describe above.  
Notification and consent to this change order is hereby acknowledged.

Contractor: 

Signed By: 

Date: 8-17-2020

\*\*\*\*\*  
NOTE: Other required State and FHWA signatures will be obtained electronically through the SiteManager system.

Contract No:R -38502  
Change Order No:006

INDIANA  
Department of Transportation

Date:08/17/2020  
Page: 4

APPROVED FOR LOCAL PUBLIC AGENCY

(SIGNATURE)

(TITLE)

(DATE)


(SIGNATURE)

(TITLE)

(DATE)

SUBMITTED FOR CONSIDERATION

PE/S



APPROVED FOR INDIANA DEPARTMENT OF TRANSPORTATION

Approval Level	Name of Approver	Date	Status
Project Engineer/Supervisor	Wildt, Chuck	00/00/0000	Action Pending



Contract No:R -38502

Change Order No.: 008

Page: 1

**INDIANA Department of Transportation  
Construction Change Order and Time Extension Summary**

**Contract Information**

District:SEYMOUR DISTRICT

Contract No.: R -38502

AE:Wren, Rachel

Letting Date:08/10/2018

PE/S:Wildt, Chuck

Status:Pending

**Change Order Information**

Date Generated: 08/07/2020

Change Order No.: 008

Date Approved: 00/00/0000

EWA: Y or Force Acct: N

Reason Code: CHANGED COND, Constructability Related

Description: Additional Guardrail Railing

Original Contract Amount \$ 4,953,000.00

Current Change Order Amount \$ 5,685.04

Percent: 0.115 %

Total Previous Approved Changes \$ 1,604.45

Percent: 0.032 %

Total Change To-Date \$ 7,289.49

Percent: 0.147 %

Modified Contract Amount \$ 4,960,289.49

**Time Extension Information**

Date Initiated 00/00/0000

Date Completed 00/00/0000

Original Contract Time

SS Completion Date 00/00/0000 or SS Calendar/Work Days 0

SP Date 00/00/0000 or SP Days

(SS = Standard Specification, SP = Special Provision)

Time Element Description:

Current Time Extension

SS Days 0 SP Days 0 SP Days Value \$ 0.00

Previous Time Approved

SS Days by AE:\_\_\_\_\_ DCE:\_\_\_\_\_ SCE:\_\_\_\_\_ DDCM:\_\_\_\_\_

SS Days \_\_\_\_\_ SP Days Value \$ \_\_\_\_\_

Revised Contract Time

SS Completion Date 00/00/0000 or SS Calendar/Work Days 0

SS Date 00/00/0000 or SP Days 0

Change Order No.: 008

**INDIANA Department of Transportation**  
**Construction Change Order and Time Extension Summary**

Required Approval Authority AE: \_\_\_\_\_ DCE: \_\_\_\_\_ SCE: \_\_\_\_\_ \*DDCM: \_\_\_\_\_\*  
(\$ per Change Order) (- LE \$ 250K-) (- LE \$ 750K -) ( -- LE \$ 2 M --) ( -- GT \$ 2 M --)  
(Days per Contract) ( 50 SS days ) ( 100 SS days ) ( 200 SS Days ) ( GT 200 SS days)

Total Change To-Date>5%? Y / N If Y , Copy to Program Budget Manager\_\_\_\_\_

Date to PM \_\_\_\_\_ Date Returned \_\_\_\_\_

If N, Resolution: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

Resolved by \_\_\_\_\_ Date \_\_\_\_\_

FHWA Signatures Required? Y / N If Y, Date to FHWA \_\_\_\_\_ Date Returned \_\_\_\_\_

Field Engineer \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Contract No: R-38502  
Change Order No: 008

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Contract: R-38502  
Project: 1500523 - State: 150052300LC5  
Change Order Nbr: 008  
Change Order Description: Additional Guardrail Railing  
Reason Code: CHANGED COND, Constructability Related

CLN	PCN	PLN	Item Code	Unit	Unit Price	CO Qty	Comment	Amount Change
0198	1500523	0157	601-06053	EACH	1,421.260	4.000	C	Amount: \$ 5,685.04

Item Description: GUARDRAIL  
Supplemental Description1: Pedestrian Treated Wood Railing  
Supplemental Description2:

Total Value for Change Order 008 = \$ 5,685.04

Whereas, the Standard Specifications for this contract provides for such work to be performed, the following change is recommended.  
General or Standard Change Order Explanation

Due to guardrail transillon off each end of the bridge being too close to edge of multi-use path and concrete sidewalk which creates a potential hazard to the pedestrians, a 2 inch by 8 inch wood rail is needed. The rail will connect to the back of the guardrail posts and will stop when there is approximately 5 feet between the path/sidewalk and guardrail posts. INDOT's Item Bid History report did not have the minimum 30 comparisons. Reviewed unit costs submitted by Milestone is acceptable. A contract time adjustment is not required for this change.

Change Order Explanation for Specific Line Item

It is the intent of the parties that this change order is full and complete compensation for the work describe above.  
Notification and consent to this change order is hereby acknowledged.

Contractor: [Signature]

Signed By: Josh Burris

Date: 8-17-2020

NOTE: Other required State and FHWA signatures will be obtained electronically through the SiteManager system.



Contract No:R -38502  
Change Order No:008

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APPROVED FOR LOCAL PUBLIC AGENCY

(SIGNATURE)

(TITLE)

(DATE)

(SIGNATURE)

(TITLE)

(DATE)

SUBMITTED FOR CONSIDERATION

PE/S



APPROVED FOR INDIANA DEPARTMENT OF TRANSPORTATION

Approval Level	Name of Approver	Date	Status
Project Engineer/Supervisor	Wildt, Chuck	00/00/0000	Action Pending